



Plant Clearance Automated Reutilization Screening System (PCARSS II)

System/Subsystem Specification Version 2.0 (Final)

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Defense Contract Management Command

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1 Scope

The purpose of Plant Clearance Automated Reutilization Screening System (PCARSS) Phase II is to: automate the plant clearance referral process; build the functions of the Defense Contract Management Command (DCMC) Automated Disposition System (DADS) into PCARSS; and add new requirements identified during Phase I testing. (PCARSS) Phase II shall also provide electronic requisitioning with the Material Returns Program (MRP), Defense Information Service Agency (DISA) and General Service Administration (GSA), and also provide electronic notification to property owners that their property has entered the Disposition process. The plant clearance business area is tasked to efficiently and expeditiously dispose of excess government property, while ensuring that the Inventory is disposed of in a manner which affords the government maximum reutilization of the excess property. The contractor inventory is screened for use by government agencies prior to disposition by donation, sale, scrap, or abandonment. Plant clearance activities must ensure wide spread dissemination of information concerning the availability of excess property to buying and requisitioning activities within Department of Defense (DoD) and other federal agencies.

Phase I of PCARSS has been certified Year 2000 (Y2K) compliant. Phase I was developed using the Capability Maturity Model (CMM) methodology.

1.1 Identification

This system/subsystem specification (SSS) applies to PCARSS Phase II.

1.2 System Overview

PCARSS is a client/server application using PowerBuilder and HTML/JavaScript as the database management tools. The system is designed to use a Plant Clearance Officer (PLCO) application, World Wide Web (WWW) interface, and electronic transfer technology to transfer information among contractors, PLCOs, Procuring Contracting Officers (PCOs) and screening activities, to facilitate the disposal of excess property. Major goals of PCARSS include the following:

- Provide an electronic exchange of Inventory Schedule data between prime and First-Tier subcontractors.
- Provide electronic exchange of Inventory Schedule data at the prime and First-Tier subcontractors facilities.
- Provide DoD, Federal, and State agency screeners with an electronic means of requisitioning excess property.
- Eliminate the use of hard copy documentation in the plant clearance referral and requisitioning processes.
- Incorporate the summary and management information capabilities of DADS into PCARSS.

1.3 Document Overview

The purpose of this formal document is to establish an understanding between the user and the developer of the requirements for PCARSS Phase II. It describes aspects of the PCARSS application and explains what the developer shall be implementing. This SSS was constructed to delineate enhancements to Phase I of the PCARSS.

2 Referenced Documents

- PCARSS Phase I – Documentation – User Manual, Version 1.4
- PCARSS Phase II – Operational Requirements Document
- For Plant Clearance Automated Reutilization
- Screening System (PCARSS) Phase II Dated August 21, 1999
- System Subsystem Specifications – Mil Standard Data Item Description 498 DI-IPSC-81431

3 Requirements

The requirements stated below are for PCARSS Phase II.

3.1 Required States and Modes

This section has been tailored out.

3.2 System Capability Requirements

This section of the SSS provides the specific functional requirements of the PCARSS. It is divided into subsections to itemize the

requirements associated with each capability and provides traceability for each requirement.

3.2.1 General System Capability Requirements

- 3.2.1.1 The system shall remove the existing Close Maintenance Module from PCARSS.
- 3.2.1.2 On all WWW screens, the In-The-Clear name of the disposal code shall be displayed.
- 3.2.1.3 The system shall allow sorting on all workload screens by column headers unless otherwise noted.
- 3.2.1.4 **The system shall provide the corresponding status code for the description following radio buttons on all PCARSS workload screens except:**
 - 3.2.1.4.1 Inventory Schedules: Withdrawn, No Disposition, Disposition with No Actions, Disposition with Action Complete, Completed NSN Lookup, and Referred
 - 3.2.1.4.2 Line Item: Withdrawn
 - 3.2.1.4.3 Final Dispositions: all fields
 - 3.2.1.4.4 Requisitions: Shipped, and Shipping Instructions Issued
- 3.2.1.5 The system shall identify all mandatory fields throughout the system with asterisks.
- 3.2.1.6 The system shall provide a DoDAAC to District cross reference table. The table shall have two columns; the first is a 6-position alphanumeric DoDAAC. The second is a 1-position alphanumeric District field. DCMC East - E, DCMC West - W, DCMC International - I, Air Force - F, Army - A, Navy - N, NASA - S, EPA - P, DOT - T, NIH - H..
- 3.2.1.7 **The system shall allow CAGE codes and DoDAACs to be downloaded from SDW. The PCARSS system shall also maintain CAGE codes and DoDAACs that are not found in SDW.**
 - 3.2.1.7.1 When performing validation on CAGE codes and DoDAACs, the system shall check the SDW table first, followed by the PCARSS local table.
- 3.2.1.8 Any new fields in PCARSS Phase II shall be added to printed reports as designated by DCMC. The reports and the layouts shall be defined during the design phase.

- 3.2.1.9 The system shall validate U.S. and Canadian telephone numbers with ten-digit format (XXX) XXX-XXXX.
- 3.2.1.10 The system shall allow international telephone numbers to have no format and be up to 26 alphanumeric characters.
- 3.2.1.11 The system shall replace ADPE with COM throughout the system.
- 3.2.1.12 The system shall provide the capability for the Admin users to generate a broadcast message to be sent to all users at log-in.
- 3.2.1.13 The system shall provide a link to the PCARSS User Group homepage.
- 3.2.1.14 The system shall base all date calculations on calendar days (Sunday through Saturday).
- 3.2.1.15 The system shall modify the SITE_INI table to include the following columns:**
 - 3.2.1.15.1 IS_REJECTED_DAYS column defined as a 3-position numeric and default the value to 60 days. This column is used to determine the number of days a rejected schedule shall stay on the PLCO Inventory Schedule Workload screen.
 - 3.2.1.15.2 DISP_INSTR_DAYS column defined as a 3-position numeric and default the value to 30 days. This column is used to determine when to alert the PLCO that a case has disposition instructions without actions complete.
 - 3.2.1.15.3 SCD_DAYS_PRIOR column defined as a 3-position numeric and default the value to 15 days. This column is used to determine when to highlight an inventory schedule on the Inventory Schedule Workload screen. This represents the number of days before the Screening Completion Date.
 - 3.2.1.15.4 IS_SUBMITTED_DAYS column defined as a 3-position numeric and default the value to 15 days. This column is used to determine when to highlight an inventory schedule on the Inventory Schedule Workload screen. This represents the number of days after a schedule has been submitted to the PLCO.
 - 3.2.1.15.5 RFRL_NO_CASE column defined as a 3-position numeric and default the value to 30 days. This column is used to determine when to highlight a referral on the Referral Workload screen. This represents the days after a referral has been established and the schedules have not been placed on a case.

- 3.2.1.15.6 RFRL_NOT_CLOSED column defined as a 3-position numeric and default the value to 100 days. This column is used to determine when to highlight a referral on the Referral Workload screen. This represents the days after a referral has been established and the referral has not been closed.
- 3.2.1.15.7 CASE_OVRG_R_DAYS column defined as a 3-position numeric and default the value to 180 days. This column is used to determine when to alert the user that a reportable case is overage and requires an overage code to be assigned.
- 3.2.1.15.8 CASE_OVRG_N_DAYS column defined as a 3-position numeric and default the value to 120 days. This column is used to determine when to alert the user that a non-reportable case is overage and requires an overage code to be assigned.
- 3.2.1.15.9 USR_GRP_HMPG column defined as a 255 alphanumeric and default the value to http://www.dcmc.hq.dla.mil/Ref_info/pcarss/intro.htm . This column is used to inform the user where the PCARSS User Group homepage is located.
- 3.2.1.15.10 SYS_TIMEOUT column defined as a 3-position numeric and default the value to 30 minutes. This column represents the number of idle minutes permitted before the system logs the user out of the system.
- 3.2.1.16 The system shall increase all Product Covered By fields to 50 alphanumeric characters.
- 3.2.1.17 The system shall increase all Part Number fields to 40 alphanumeric characters.
- 3.2.1.18 The system shall provide Super Users the ability to temporarily change their session to that of another PLCO allowing them to view, edit or delete other PLCO records.
- 3.2.1.19 The system shall time out the application after a configurable amount of time set in the SYS_TIMEOUT column of the SITE_INI table.
- 3.2.1.20 When a Super User logs on to the web, the system shall prompt the user to select either the Contractor or the Screener application. Upon selecting either option, the system shall bring the user to the Alter Session screen.
- 3.2.1.21 All PCARSS screens shall be designed to accommodate a resolution setting of 800x600.

3.2.2 PLCO GUI Requirements

3.2.2.1 Inventory Schedules

- 3.2.2.1.1 The system shall allow the PLCO to withdraw schedules that do not have any actions taken on them.
- 3.2.2.1.2 The system shall allow the user (PLCO of the schedule) to edit any schedule regardless of the status in the system. A maintenance screen shall be provided to change the Inventory Schedule Reference Number.**
- 3.2.2.1.2.1 If the Line Item quantity is changed and a disposition code is associated with it, then the system shall alert the user that they must remove the disposition before modifying the quantity.
- 3.2.2.1.2.2 The system shall allow all other editable fields on the Inventory Schedule Detail and the Inventory Schedule Line Item Detail screen to be modified except Prime CAGE code.
- 3.2.2.1.2.3 When a user attempts to modify the PIIN, First-, or Second-Tier subcontractor CAGE code, the system shall prompt the user to update all schedules on the case.
- 3.2.2.1.3 The system shall print the Contract Type code on the Inventory Disposal Schedule Report.
- 3.2.2.1.4 The system shall provide a field for the Case number on the Inventory Disposal Schedule Report.
- 3.2.2.1.5 The system shall provide the capability to export an ASCII file, which can be attached to an e-mail, that the user creates outside of the application. The ASCII file shall contain the specified inventory schedule data.
- 3.2.2.1.6 The system shall drop schedules associated with a closed case off the Inventory Schedule Workload screen.
- 3.2.2.1.7 The system shall drop schedules associated with a withdrawn case off the Inventory Schedule Workload screen.
- 3.2.2.1.8 The system shall keep rejected inventory schedules on the Inventory Schedule Workload screen for the number of days set in the IS_REJECTED_DAYS column of the SITE_INI table.

- 3.2.2.1.9 The system shall incorporate a Screening Completion Date (SCD).**
- 3.2.2.1.9.1 The SCD equals the Case Established Date plus the longest screening period for all items on a schedule.
- 3.2.2.1.9.2 The Days Remaining Column shall be replaced with SCD on the Inventory Schedule Workload screen.
- 3.2.2.1.9.3 The system shall highlight the SCD column red when the system date is equal to the SCD minus the value in the SCD_DAYS_PRIOR column on the SITE_INI table.
- 3.2.2.1.9.4 The system shall remove the highlight on the inventory schedule when the PLCO issues disposition instructions for all screening items on the schedule.
- 3.2.2.1.10 The system shall change functionality of the Transaction Date on the Inventory Schedule Workload screen.**
- 3.2.2.1.10.1 The system shall provide the ability to highlight a record when the date submitted to the PLCO has exceeded the value in the IS_SUBMITTED_DAYS column in the SITE_INI table.
- 3.2.2.1.10.2 The system shall remove the highlight on the schedule when it is placed on a case.
- 3.2.2.1.11 The system shall provide a radio button on the Inventory Schedule Workload screen to display a list of schedules on closed cases.
- 3.2.2.1.12 The "All" radio button title shall be changed to "Open" on the Inventory Schedule Workload screen.
- 3.2.2.1.13 The system shall modify the Inventory Schedule Workload screen.**
- 3.2.2.1.13.1 A Last Updated field shall be added to include the date the schedule was last updated and indicate what type of resource did the updating—PLCO or KTR (Contractor).
- 3.2.2.1.13.2 Add a column for the Acquisition Cost and number of Line Items.
- 3.2.2.1.14 The system shall provide three radio buttons for disposition status on the Inventory Schedule Workload screen.**
- 3.2.2.1.14.1 The system shall display a list of schedules currently on a case that have at least one item without a Disposition Code (No Dispositions).

- 3.2.2.1.14.2 The system shall display a list of schedules currently on a case that have at least one item with a Disposition Code with the Action Complete box unchecked (Disposition with no Action).
- 3.2.2.1.14.3 The system shall display a list of schedules currently on a case that have at least one item with a Disposition Code and with the Action Complete box checked (Disposition with Action Completed).
- 3.2.2.1.15 The system shall provide a checkbox on the Inventory Schedule Workload screen to be used in combination with radio buttons for displaying scrap lists.
- 3.2.2.1.16 The system shall provide the capability to input scrap lists.**
- 3.2.2.1.16.1 A checkbox shall be added on the Inventory Schedule Detail Page 1 to indicate that the schedule contains a scrap list.
- 3.2.2.1.16.2 Display the following disclaimer when the user selects the Scrap List checkbox: "YOU MUST HAVE AN APPROVED SCRAP PROCEDURE TO USE THIS FORM. NO SENSITIVE PROPERTY, HAZARDOUS MATERIAL, PRECIOUS METALS OR ITEMS REQUIRING DEMILITARIZATION CAN BE INCLUDED."
- 3.2.2.1.16.3 When the Scrap List checkbox is selected on the Inventory Schedule Detail Page 1, then all fields on the Line Item Detail Screen shall be disabled except the following: Quantity; Unit of measure; Unit Cost; Acquisition Cost; Estimate; and Condition Code.
- 3.2.2.1.16.4 A Screening Rule of "999" shall be defaulted for scrap lists.
- 3.2.2.1.17 The system shall allow the PLCO to process scrap list as they do a schedule.
- 3.2.2.1.18 The system shall provide a tab page on the Inventory Schedule Detail.**
- 3.2.2.1.18.1 A remarks field for entering comments to the Contractor from the PLCO shall be provided. This field shall accommodate 400 alphanumeric characters.
- 3.2.2.1.18.2 A display-only remarks field shall show the comments from the Contractor to the PLCO. This field shall accommodate 400 alphanumeric characters.
- 3.2.2.1.19 The system shall provide three E-Mail address fields on Inventory Schedule Detail after POC block. Each e-mail address field shall be 255 alphanumeric characters long.

- 3.2.2.1.20 The system shall update the Last Updated field with the present day and append the characters "PLCO" when the Inventory Schedule Detail information is modified.
- 3.2.2.1.21 The system shall provide a First-Tier subcontractor Reference Number field on the Inventory Schedule Detail Screen. This field shall accommodate 20 alphanumeric characters.
- 3.2.2.1.22 The system shall provide Second-Tier subcontractor Reference Number field on the Inventory Schedule Detail Screen. This field shall accommodate 20 alphanumeric characters.
- 3.2.2.1.23 The system shall provide a Second-Tier Contract Number field. This field shall accommodate 20 alphanumeric characters.
- 3.2.2.1.24 The system shall provide a display-only Referral Number field on the Inventory Schedule Detail screen that includes a DoDAAC and a 5-position alphanumeric.
- 3.2.2.1.25 This system shall support three tiers of Contractors for Inventory Schedules and Line Items.**
- 3.2.2.1.25.1 A Second-Tier subcontractor CAGE Code field shall be added to the Inventory Schedule Detail screen.
- 3.2.2.1.25.2 A Second-Tier subcontractor Address block shall be added to the Inventory Schedule Detail screen.
- 3.2.2.1.25.3 A Second-Tier subcontractor Point of Contact field shall be added to the Inventory Schedule Detail screen.
- 3.2.2.1.25.4 A Second-Tier subcontractor Point of Contact Phone field shall be added to the Inventory Schedule Detail screen.
- 3.2.2.1.25.5 A Second-Tier subcontractor Point of Contact Phone Extension field shall be added to the Inventory Schedule Detail screen.
- 3.2.2.1.25.6 A Second-Tier subcontractor Point of Contact Fax field shall be added to the Inventory Schedule Detail screen.
- 3.2.2.1.25.7 A Second-Tier subcontractor CAGE Code field shall be added to the Inventory Disposal Schedule Report.
- 3.2.2.1.25.8 A Second-Tier subcontractor Address Block shall be added to the Inventory Disposal Schedule Report.
- 3.2.2.1.25.9 A Second-Tier subcontractor Point of Contact field shall be added to the Inventory Disposal Schedule Report.

- 3.2.2.1.25.10 A Second-Tier subcontractor Point of Contact Phone field shall be added to the Inventory Disposal Schedule Report.
- 3.2.2.1.25.11 A Second-Tier subcontractor Point of Contact Phone Extension field shall be added to the Inventory Disposal Schedule Report.
- 3.2.2.1.25.12 A Second-Tier subcontractor Point of Contact Fax field shall be added to the Inventory Disposal Schedule Report.
- 3.2.2.1.26 When the PLCO rejects a schedule, the system shall update the Active CAGE field with the CAGE code of the user who initiated the schedule.
- 3.2.2.1.27 The system shall provide an E-Mail field to the Location of Property block. This field shall accommodate 255 alphanumeric characters.
- 3.2.2.1.28 The system shall provide new functionality to re-sequence Inventory Schedule Line Item numbers.**
- 3.2.2.1.28.1 A Re-sequence button shall be added to Inventory Line Items Detail screen.
- 3.2.2.1.28.2 The system shall not allow re-sequencing if NSN/Part Numbers have not been resolved for all line items.
- 3.2.2.1.28.3 The system shall not allow re-sequencing on schedules of an established case.
- 3.2.2.1.29 The system shall provide the code and the In-The-Clear name in a dropdown list on the Line Item Detail screen. When a selection is made, only the code shall be displayed. The following fields shall be affected:**
- 3.2.2.1.29.1 Precious metal code
- 3.2.2.1.29.2 Hazardous material code
- 3.2.2.1.29.3 CIIC code
- 3.2.2.1.30 The system shall provide an automatic Save function when entering inventory schedule line items.**
- 3.2.2.1.30.1 The system shall automatically save the current line item when the Insert button is selected.
- 3.2.2.1.30.2 The system shall provide notification only if an error occurs in the Save process.

3.2.2.1.31 The system shall provide the functionality to reuse current line item data.

3.2.2.1.31.1 A Repeat button shall be added on the Line Item Detail screen to retain the current item's data except for the Line Item number.

3.2.2.1.31.2 The system shall save any changes to the current item before generating the new item.

3.2.2.1.31.3 The Line Item number shall be system generated.

3.2.2.1.32 The system shall provide a Contractor ID number field on the Line Item Detail screen. This field shall accommodate 16 alphanumeric characters.

3.2.2.1.33 The system shall provide functionality to search for a Manufacturer Code.

3.2.2.1.33.1 A Search button shall be added next to the Manufacturer Code field on the Component Manufacturer Detail screen.

3.2.2.1.33.2 At least the first letter of the Manufacturer Name must be entered.

3.2.2.1.34 The system shall allow the Manufacturer Name field to be edited on the Component/ Manufacturer Detail screen.

3.2.2.1.35 The system shall provide a Product Made By field on the Line Item Detail screen. This field shall accommodate 50 alphanumeric characters.

3.2.2.2 Referrals

3.2.2.2.1 The system shall provide an Insert Referral screen invoked by clicking the Insert icon or Insert Menu Option from either the Referral Workload or Build Referral screen.

3.2.2.2.2 The Insert Referral screen shall consist of a Referral Number field, an OK button consistent with other insert screens, a Cancel button consistent with other Insert screens, and a Next # button which invokes the registry function.

3.2.2.2.3 The system shall not allow a referral to be deleted that has been assigned to a case.

3.2.2.2.4 The system shall allow the Prime PLCO to electronically close referrals after the case is closed.

- 3.2.2.2.5 The system shall provide the ability for the Prime PLCO to reopen closed referrals.
- 3.2.2.2.6 **The system shall provide the ability to generate Referral registers.**
- 3.2.2.2.6.1 **When the registry function is invoked, the system shall populate the Referral Number with the lowest register value in the proper format.**
- 3.2.2.2.6.1.1 Positions one through six shall contain the DoDAAC.
- 3.2.2.2.6.1.2 Positions seven through nine shall contain sequential characters in the range of 001 to ZZZ.
- 3.2.2.2.6.1.3 Position ten shall designate the last digit of the calendar year.
- 3.2.2.2.6.1.4 Position eleven shall contain the letter R for Referral.
- 3.2.2.2.6.2 The system shall continue to allow the user to change the number.
- 3.2.2.2.6.3 Duplicates shall not be permitted.
- 3.2.2.2.6.4 Each DoDAAC shall have its own set of sequential characters beginning with 001.
- 3.2.2.2.6.5 At the beginning of each calendar year, the sequential characters shall be set to 001.
- 3.2.2.2.6.6 The sequential character that appears shall be the lowest value available for the DoDAAC.
- 3.2.2.2.7 **The system shall allow PLCO users to edit their referrals regardless of the status in system.**
- 3.2.2.2.7.1 A maintenance screen shall be provided to change the Referral Number and/or the Cognizant PLCO code.
- 3.2.2.2.7.2 The system shall allow the user to modify all other editable fields on the Referral Detail screen.
- 3.2.2.2.8 The system shall provide the ability to open and close a referral on the same day.
- 3.2.2.2.9 The system shall provide the capability to print DD Form 1640, Request for Plant Clearance, in the PLCO application.
- 3.2.2.2.10 The system shall provide the capability to export an ASCII or HTML file, which can be attached to an e-mail that the user creates outside of

- the application. The ASCII or HTML file shall contain the specified DD Form 1640 information.
- 3.2.2.2.11 The system shall allow the user to print the DD Form 1637 from File→Print→Form→DD1637.
- 3.2.2.2.12 The system shall allow the Cognizant PLCO to reject a referral.**
- 3.2.2.2.12.1 The system shall allow all Cognizant PLCOs to reject only an entire referral.
- 3.2.2.2.12.2 The system shall require Cognizant PLCOs to provide a rejected reason. This field shall accommodate 80 alphanumeric characters.
- 3.2.2.2.13 The system shall generate the DD 1640 form of an established referral.**
- 3.2.2.2.13.1 Field 1 shall be populated with the Referral Established Date.
- 3.2.2.2.13.2 Field 2 shall be populated with the following:**
- 3.2.2.2.13.2.1 When the referral is assigned to a specific PLCO:**
- 3.2.2.2.13.2.1.1 Cognizant PLCO code
- 3.2.2.2.13.2.1.2 Cognizant PLCO name
- 3.2.2.2.13.2.1.3 Cognizant PLCO E-Mail address
- 3.2.2.2.13.2.1.4 Cognizant PLCO phone number
- 3.2.2.2.13.2.1.5 Cognizant PLCO fax
- 3.2.2.2.13.2.2 When a referral is assigned to an activity:**
- 3.2.2.2.13.2.2.1 Cognizant PLCO DoDAAC
- 3.2.2.2.13.2.2.2 The Cognizant PLCO Activity Name
- 3.2.2.2.13.3 Field 3 shall be populated with the following:**
- 3.2.2.2.13.3.1 Prime PLCO code
- 3.2.2.2.13.3.2 Prime PLCO name
- 3.2.2.2.13.3.3 Prime PLCO E-Mail address
- 3.2.2.2.13.3.4 Prime PLCO phone number

- 3.2.2.2.13.3.5 Prime PLCO fax
- 3.2.2.2.13.4 Field 4 shall be populated with the Total Acquisition Cost.
- 3.2.2.2.13.5 Field 5 shall be populated with the Prime Contractor Schedule Reference number.
- 3.2.2.2.13.6 Field 6 shall be populated with the PIIN/SPIIN.
- 3.2.2.2.13.7 Field 7 shall be populated with the Product Covered By field.
- 3.2.2.2.13.8 Field 8 shall be populated with the Lowest-Tier subcontractor number.
- 3.2.2.2.13.9 Field 9 shall be populated with the Name and Address of the Prime subcontractor.
- 3.2.2.2.13.10 Field 10 shall be populated with the Name and Address of the Lowest-Tier subcontractor.
- 3.2.2.2.13.11 Field 11 shall be populated with the Location of Property stated on the first schedule.
- 3.2.2.2.13.12 Field 12 shall be populated with the Contract Type from the Inventory Schedule Detail Page 1.
- 3.2.2.2.13.13 Field 13A shall be populated if the Termination Inventory checkbox is selected on the Inventory Schedule Detail Page 1.
- 3.2.2.2.13.14 Field 14 shall be populated with the Referral number and the remarks from the Build Referral screen.
- 3.2.2.2.13.15 Field 15 shall be populated with the maximum number of schedules that the field shall hold; all other schedules shall print on a separate sheet.
- 3.2.2.2.13.16 Field 16 shall be populated with the following:**
- 3.2.2.2.13.16.1 16a. Prime PLCO name
- 3.2.2.2.13.16.2 16b. The words "Plant Clearance Officer"
- 3.2.2.2.13.16.3 16c. remain blank
- 3.2.2.2.13.16.4 16d. Established Referral date
- 3.2.2.2.13.17 Field 17 (To) shall be populated with the following:**
- 3.2.2.2.13.17.1 Prime PLCO name

- 3.2.2.2.13.17.2 Prime PLCO code
- 3.2.2.2.13.17.3 Prime PLCO phone
- 3.2.2.2.13.17.4 Prime PLCO fax
- 3.2.2.2.13.17.5 Prime PLCO E-Mail
- 3.2.2.2.13.18 Field 18 shall be populated with the following:**
 - 3.2.2.2.13.18.1 Cognizant PLCO name
 - 3.2.2.2.13.18.2 Cognizant PLCO code
 - 3.2.2.2.13.18.3 Cognizant PLCO phone
 - 3.2.2.2.13.18.4 Cognizant PLCO fax
 - 3.2.2.2.13.18.5 Cognizant PLCO E-Mail
- 3.2.2.2.13.19 Field 19 shall be populated with the Case Established Date.
- 3.2.2.2.13.20 Field (1) shall be populated with the Case number.
- 3.2.2.2.13.21 Field 20 shall be populated with the following:**
 - 3.2.2.2.13.21.1 20a. Cognizant PLCO name
 - 3.2.2.2.13.21.2 20b. The words “Plant Clearance Officer”
 - 3.2.2.2.13.21.3 20c. Remain blank
 - 3.2.2.2.13.21.4 20d. Case Established Date
- 3.2.2.2.14 After the Cognizant PLCO accepts a Referral that was originally assigned to a DoDAAC, any subsequent printing of the DD Form 1640 shall result in the system-populating block 2 with the information contained within requirement 3.2.2.2.13.2 (Field 2).
- 3.2.2.2.15 The system shall provide the following columns on the Referral Workload screen:**
 - 3.2.2.2.15.1 Status
 - 3.2.2.2.15.2 Referral Established Date (of that referral)
 - 3.2.2.2.15.3 Referral Number
 - 3.2.2.2.15.4 Prime PLCO Code

- 3.2.2.2.15.5 Cognizant PLCO Code
- 3.2.2.2.15.6 Case Number
- 3.2.2.2.15.7 Case Established Date
- 3.2.2.2.15.8 PIIN/SPIIN
- 3.2.2.2.16 The system shall provide the following radio buttons on the Referral Workload screen:**
 - 3.2.2.2.16.1 In Process
 - 3.2.2.2.16.2 Established
 - 3.2.2.2.16.3 Case Assigned
 - 3.2.2.2.16.4 Rejected
 - 3.2.2.2.16.5 Outgoing Referrals–Prime
 - 3.2.2.2.16.6 Incoming Referrals–Sub
 - 3.2.2.2.16.7 Closed
 - 3.2.2.2.16.8 Open (default)
- 3.2.2.2.17 The system shall highlight established referrals not on a case on the Referral Workload screen when the number of days set in the RFRL_NO_CASE column in the SITE_INI table has exceeded the Referral established date.
- 3.2.2.2.18 The system shall remove the highlight of established referrals not on a case once the schedules have been assigned to a case.
- 3.2.2.2.19 The system shall highlight referrals on an open case on the Referral Workload screen when the number of days set in the RFRL_NOT_CLOSED column in the SITE_INI table has exceeded the Case Established Date.
- 3.2.2.2.20 The system shall remove the highlight of referrals on an open case once the case is closed.
- 3.2.2.2.21 The system shall initiate an e-mail notification to the Prime PLCO and contractor(s) that a case has been established for a referral.

- 3.2.2.2.22 The system shall provide a Build Referral screen (similar to the Build Case screen).**
- 3.2.2.2.22.1 The system shall provide a display-only Schedule Reference Number field.
- 3.2.2.2.22.2 The system shall provide a display-only Contract Type field.
- 3.2.2.2.22.3 The system shall provide a display-only PIIN field.
- 3.2.2.2.22.4 The system shall provide a display-only SPIIN field.
- 3.2.2.2.22.5 The system shall provide a display-only First-Tier Subcontract Number field.
- 3.2.2.2.22.6 The system shall provide a display-only Second-Tier Subcontract Number field.
- 3.2.2.2.22.7 The system shall provide a display-only Docket Number field.
- 3.2.2.2.22.8 The system shall provide a display-only Prime Contractor Name field.
- 3.2.2.2.22.9 The system shall provide a display-only First-Tier Subcontractor Name field.
- 3.2.2.2.22.10 The system shall provide a display-only Second-Tier Subcontractor Name field.
- 3.2.2.2.22.11 The system shall allow the user to view the detail address information for all contractors.
- 3.2.2.2.22.12 The system shall provide a display-only Location of Property field.
- 3.2.2.2.22.13 The system shall provide a display-only Total Line Items field.
- 3.2.2.2.22.14 The system shall provide a display-only Total Acquisition Cost field.
- 3.2.2.2.22.15 The system shall provide a display-only Case Number field.
- 3.2.2.2.22.16 The system shall provide a display-only Referral Number field
- 3.2.2.2.22.17 The system shall provide an editable Cognizant PLCO code field.
- 3.2.2.2.22.18 The system shall provide an editable Cognizant PLCO DoDAAC field using a dropdown list with assigned PLCO DoDAACs.
- 3.2.2.2.22.19 The system shall provide an editable 800-position alphanumeric Remarks field.

- 3.2.2.2.22.20 The system shall provide a display-only, 80-position alphanumeric Rejected Reason field.
- 3.2.2.2.22.21 The system shall provide a display-only, 80-position alphanumeric Reopened Reason field.
- 3.2.2.2.22.22 The system shall provide a display-only Closed Date field. This field shall be visible only when closed; otherwise, the Reopened Date field shall be visible.
- 3.2.2.2.22.23 The system shall provide a display-only table with the following Line Item information:**
- 3.2.2.2.22.23.1 NSN
- 3.2.2.2.22.23.2 Item Number
- 3.2.2.2.22.23.3 Description
- 3.2.2.2.22.23.4 Demil Code
- 3.2.2.2.22.23.5 Condition Code
- 3.2.2.2.22.23.6 Property Class Code
- 3.2.2.2.22.23.7 Unit Cost
- 3.2.2.2.22.24 The system shall provide an Add Schedule button.**
- 3.2.2.2.22.24.1 The system shall allow only accepted schedules to be available when adding the initial schedule to a referral.
- 3.2.2.2.22.24.2 The system shall require any subsequent schedules to have the same PIIN and CAGE codes.
- 3.2.2.2.22.25 The system shall provide a Remove Schedule button.
- 3.2.2.2.22.26 The system shall provide an Establish Referral button to indicate that the schedules are available for the Cognizant PLCO to build a case.
- 3.2.2.2.22.27 The system shall provide a Close button on the Build Referral screen. This button shall only be visible when the referral is open; otherwise, the Reopen button shall be displayed.
- 3.2.2.2.23 The system shall allow one case to be established per referral.

3.2.2.3 Build Cases

- 3.2.2.3.1 The system shall allow the PLCO to electronically close cases after all items are marked "Actions Complete".
- 3.2.2.3.2 The system shall provide a Proceeds screen when the case is closed.**
- 3.2.2.3.2.1 The screen shall display the following information in tabular form.**
- 3.2.2.3.2.1.1 Disposition Type
- 3.2.2.3.2.1.2 Total number of line items
- 3.2.2.3.2.1.3 Stocking Percentage (if any)
- 3.2.2.3.2.2 The system shall provide a Print button to generate and print the IDR.
- 3.2.2.3.2.3 The system shall provide a Save button to save the proceeds information.
- 3.2.2.3.2.4 The system shall provide a Return button. If proceeds have not been saved, then a prompt to Save or Cancel (the closing of the sale) is displayed before returning to the previous screen.
- 3.2.2.3.2.5 The system shall populate and provide defaults for proceeds on a Sale. The following fields shall be used to calculate the default proceeds:**
- 3.2.2.3.2.5.1 Lot Value: the dollar amount received for the lot.
- 3.2.2.3.2.5.2 Lot Item Acquisition Cost: Unit Price of the line item times the quantity of that line item on the lot.
- 3.2.2.3.2.5.3 % Lot Item: The percentage based on Lot Item Acquisition Cost/ Lot Value rounded to the fourth decimal place.
- 3.2.2.3.2.5.4 Lot Item Proceeds Value: The % Lot Item times the Lot Value rounded to the second decimal place.
- 3.2.2.3.2.5.5 The proceeds for the sale shall be based on the sum of all Lot Item Proceeds by disposition code.
- 3.2.2.3.2.5.6 The sale proceeds displayed shall be the sum of all sale dispositions except SO.
- 3.2.2.3.2.6 The proceed value shall be system generated for the PR dispositions based on the total Acquisition Cost of each line item.

- 3.2.2.3.2.7 The proceed value shall be system generated for the RS dispositions based on the total Acquisition Cost of each line item. A Restocking Percentage provided by the user shall be used to calculate the actual proceeds. Proceeds shall be one minus the percentage times the acquisition cost.
- 3.2.2.3.2.8 The user shall verify/modify the proceed values for each disposition type.
- 3.2.2.3.2.9 Provide an IDR Remark field for the user to insert the remarks for Field 28 of the Inventory Disposal Report.
- 3.2.2.3.3 The system shall allow the PLCO to electronically withdraw cases that do not have any disposition instructions.**
- 3.2.2.3.3.1 When a case is withdrawn, the system shall leave the schedules on the case.
- 3.2.2.3.4 The system shall provide the ability to reopen withdrawn and closed cases.**
- 3.2.2.3.4.1 When the case is re-opened, the system shall not re-open any referral on that case.
- 3.2.2.3.5 The system shall provide the ability to generate Case registers.**
- 3.2.2.3.5.1 A push button shall be added on the Insert Case screen to populate the Case number with the lowest register value in the proper format.**
- 3.2.2.3.5.1.1 Positions one through six shall contain the DoDAAC.
- 3.2.2.3.5.1.2 Positions seven through nine shall contain sequential characters in the range of 001 to ZZZ.
- 3.2.2.3.5.1.3 Position ten shall designate the last digit of the calendar year.
- 3.2.2.3.5.2 The system shall continue to allow the user to change the number.
- 3.2.2.3.5.3 Duplicates shall not be permitted.
- 3.2.2.3.5.4 Each DoDAAC shall have its own set of sequential characters beginning with 001.
- 3.2.2.3.5.5 At the beginning of each calendar year, the sequential characters shall be set to 001.

- 3.2.2.3.5.6 The sequential character that appears shall be the lowest value available for the DoDAAC.
- 3.2.2.3.6 The system shall allow the PLCO users to edit any of their cases regardless of the status in system.**
- 3.2.2.3.6.1 A maintenance screen shall be provided to change the Case DoDAAC and Case Number.
- 3.2.2.3.6.2 The system shall allow the user to modify all other editable fields on the Case Detail screen.
- 3.2.2.3.7 The system shall provide the ability to open and close a case on the same day.
- 3.2.2.3.8 The system shall populate block 2 on the DD Form 1637 with the Lowest-Tier subcontractor's name and address. If there is no First-Tier subcontractor, the system shall populate the block with the Prime subcontractor's name and address.
- 3.2.2.3.9 The system shall populate block 3 on the DD Form 1637 with the complete PLCO address.
- 3.2.2.3.10 When a Case is established, the system shall initiate an e-mail notification to property owners at the procuring activities that property has become available for screening.
- 3.2.2.3.11 The system shall provide the capability to export an ASCII or HTML file that can be attached to an e-mail that the user creates outside of the application. The ASCII or HTML file shall contain the specified SF Form 1423 information.
- 3.2.2.3.12 The system shall update the data fields on form SF Form 1423 to conform to the draft version.
- 3.2.2.3.13 The system shall default the FROM address block on the SF Form 1423 to the PLCO name, activity, and PLCO address.
- 3.2.2.3.14 The system shall provide the ability to print the Inventory Disposal Report from the menu item Print → Forms → IDR. This shall be an active menu item on the Build Case Workload and Case Detail screens.
- 3.2.2.3.15 The system shall populate the Inventory Disposal Report as follows:**
- 3.2.2.3.15.1 The Case Number field shall be populated with the Case DoDAAC/Case Number.

- 3.2.2.3.15.2 The Date Opened field shall be populated with the Case Established Date.
- 3.2.2.3.15.3 The Case Closed field shall be populated with the Case Closed Date.
- 3.2.2.3.15.4 The Processing Days field shall be populated with the Closed Date minus Case Established Date, inclusive.
- 3.2.2.3.15.5 The Prime Contractor field shall be populated with the Prime subcontractor CAGE code, name and address.
- 3.2.2.3.15.6 The Subcontractor field shall be populated with the Lowest-Tier Contractor CAGE code, name and address.
- 3.2.2.3.15.7 The Location field shall be populated with the Location of Property from the first inventory schedule.
- 3.2.2.3.15.8 The Docket Number field shall be populated with the Docket Number from the first inventory schedule.
- 3.2.2.3.15.9 The PIIN field shall be populated with the PIIN.
- 3.2.2.3.15.10 The SPIIN field shall be populated with the SPIIN.
- 3.2.2.3.15.11 The Schedule Reference Numbers field shall be populated with the Inventory Schedule Reference Numbers.
- 3.2.2.3.15.12 An Acknowledgement field shall be inserted at the bottom of Page 1.**
- 3.2.2.3.15.12.1 The Acknowledgement is as follows: "To the best of my knowledge, disposition of all property on this case has been effected in accordance with existing regulation, all property has been accounted for and all disposal credits properly applied."
- 3.2.2.3.15.12.2 Signature shall remain blank.
- 3.2.2.3.15.12.3 Date shall remain blank.
- 3.2.2.3.15.13 Field 11. TOTAL INVENTORY AS SUBMITTED.**
- 3.2.2.3.15.13.1 Line Items shall be populated with the total number of line items on the case.
- 3.2.2.3.15.13.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all items on the case.
- 3.2.2.3.15.13.3 Proceeds shall be left blank.

- 3.2.2.3.15.14 Field 12. Adjustments (Pricing errors, shortages, etc.).**
- 3.2.2.3.15.14.1 Line Items shall be populated with the value of zero.
- 3.2.2.3.15.14.2 Acquisition Cost shall be zero dollars.
- 3.2.2.3.15.14.3 Proceeds shall be left blank.
- 3.2.2.3.15.15 Field 13. Adjusted Inventory (line 11- line 12).**
- 3.2.2.3.15.15.1 Line Items shall be populated with the total number of line items on the case.
- 3.2.2.3.15.15.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case.
- 3.2.2.3.15.15.3 Proceeds shall be left blank.
- 3.2.2.3.15.16 Field 14. Purchase or Retention at Cost.**
- 3.2.2.3.15.16.1 Line Items shall be populated with the total line items on a case that have a disposition of PR.
- 3.2.2.3.15.16.2 Acquisition Cost shall be calculated as the sum of line items quantity the unit cost for all line items on the case that have a disposition of PR.
- 3.2.2.3.15.16.3 Proceeds shall be the sum of proceeds from all line items on a case with a disposition of PR.
- 3.2.2.3.15.17 Field 15. Return To Suppliers (Net Proceeds).**
- 3.2.2.3.15.17.1 Line Items shall be populated with the total line items on a case that have a disposition of RS.
- 3.2.2.3.15.17.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of RS.
- 3.2.2.3.15.17.3 Proceeds shall be the sum of proceeds from all line items on a case with a disposition of RS.
- 3.2.2.3.15.18 Field 16. Redistributions:**
- 3.2.2.3.15.18.1 Line Items shall be blank.
- 3.2.2.3.15.18.2 Acquisition Cost shall be blank.
- 3.2.2.3.15.18.3 Proceeds shall be blank.

- 3.2.2.3.15.19 Field A. Within Owning Agency.**
- 3.2.2.3.15.19.1 Line Items shall be populated with the total line items on a case that have a disposition of:**
- 3.2.2.3.15.19.1.1 UA, UF, UG, UQ, US, and the Agency Department code on the case is C, D, E, L, M, N, U, or Q.
- 3.2.2.3.15.19.1.2 UN and the Agency department code is S.
- 3.2.2.3.15.19.1.3 UO and the Agency department code is O.
- 3.2.2.3.15.19.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of:**
- 3.2.2.3.15.19.2.1 UA, UF, UG, UQ, US, and the Agency Department code on the case is C, D, E, L, M, N, U, or Q.
- 3.2.2.3.15.19.2.2 UN and the Agency department code is S.
- 3.2.2.3.15.19.2.3 UO and the Agency department code is O.
- 3.2.2.3.15.19.2.4 Proceeds shall be the blank.
- 3.2.2.3.15.20 Field B. Other Agencies.**
- 3.2.2.3.15.20.1 Line Items shall be populated with the total line items on a case that have a disposition of:**
- 3.2.2.3.15.20.1.1 UA, UF, UG, UQ, or US, and the Agency Department code on the case are NOT C, D, E, L, M, N, U, or Q.
- 3.2.2.3.15.20.1.2 UN and the Agency department code is NOT S.
- 3.2.2.3.15.20.1.3 UO and the Agency department code is NOT O.
- 3.2.2.3.15.20.1.4 PM.
- 3.2.2.3.15.20.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of:**
- 3.2.2.3.15.20.2.1 UA, UF, UG, UQ, US, and the Agency Department code on the case is NOT C, D, E, L, M, N, U, or Q.
- 3.2.2.3.15.20.2.2 UN and the Agency department code is NOT S.
- 3.2.2.3.15.20.2.3 UO and the Agency department code is NOT O.

- 3.2.2.3.15.20.2.4 PM.
- 3.2.2.3.15.20.2.5 Proceeds shall be the blank.
- 3.2.2.3.15.21 Field Total.**
- 3.2.2.3.15.21.1 Line Items shall be the sum of Line Items of 16A plus 16B.
- 3.2.2.3.15.21.2 Acquisition Cost shall be the sum of Acquisition Cost of 16A plus 16B.
- 3.2.2.3.15.21.3 Proceeds shall be blank
- 3.2.2.3.15.22 Field 17 Destroyed/Scrapped.**
- 3.2.2.3.15.22.1 Line Items shall be populated with the total line items on a case that have a disposition of DS.
- 3.2.2.3.15.22.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of DS.
- 3.2.2.3.15.22.3 Proceeds shall be blank.
- 3.2.2.3.15.23 Field 18 Destroyed/Abandoned.**
- 3.2.2.3.15.23.1 Line Items shall be populated with the total line items on a case that have a disposition of DA or DR.
- 3.2.2.3.15.23.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of DA and DR.
- 3.2.2.3.15.23.3 Proceeds shall be blank.
- 3.2.2.3.15.24 Field 19 Donations.**
- 3.2.2.3.15.24.1 Line Items shall be populated with the total line items on a case that have a disposition of DO.
- 3.2.2.3.15.24.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of DO.
- 3.2.2.3.15.24.3 Proceeds shall be blank.

3.2.2.3.15.25 Field 20 Sales.

- 3.2.2.3.15.25.1 Line Items shall be populated with the total line items on a case that have a disposition of FS, FU, FX, IS, IU, IX, NS, NU, NX, SS, SU, AU, or SX.
- 3.2.2.3.15.25.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of FS, FU, FX, IS, IU, IX, NS, NU, NX, SS, SU, AU, or SX.
- 3.2.2.3.15.25.3 Proceeds shall be the sum of proceeds from all line items on a case with a disposition code of FS, FU, FX, IS, IU, IX, NS, NU, NX, SS, SU, AU, or SX.

3.2.2.3.15.26 Field 21 Sales - Proceeds to Overhead.

- 3.2.2.3.15.26.1 Line Items shall be populated with the total line items on a case that have a disposition of SO.
- 3.2.2.3.15.26.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of SO.
- 3.2.2.3.15.26.3 Proceeds shall be blank.

3.2.2.3.15.27 Field 22 Transfer to DRMO.

- 3.2.2.3.15.27.1 Line Items shall be populated with the total line items on a case that have a disposition of MO.
- 3.2.2.3.15.27.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of MO.
- 3.2.2.3.15.27.3 Proceeds shall be blank.
- 3.2.2.3.15.28 Field 23 shall remain blank.

3.2.2.3.15.29 Field 24. Total Proceeds Credit (Total 14, 15 & 20)

- 3.2.2.3.15.29.1 Line Items shall be the sum of Line Items of 14, 15, and 20.
- 3.2.2.3.15.29.2 Acquisition Cost shall be the sum of Acquisition Cost of 14, 15, and 20.
- 3.2.2.3.15.29.3 Proceeds shall be calculated as the sum of 14, 15, and 20.

- 3.2.2.3.15.30 Field 25 Abandoned.**
- 3.2.2.3.15.30.1 Line Items shall be populated with the total line items on a case that have a disposition of AA.
- 3.2.2.3.15.30.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of AA.
- 3.2.2.3.15.30.3 Proceeds shall be blank.
- 3.2.2.3.15.31 Field 26 Other (Explained in Item 28, Remarks).**
- 3.2.2.3.15.31.1 Line Items shall be populated with the total line items on a case that have a disposition of WD.
- 3.2.2.3.15.31.2 Acquisition Cost shall be calculated as the sum of line items quantity times the unit cost for all line items on the case that have a disposition of WD.
- 3.2.2.3.15.31.3 Proceeds shall be blank.
- 3.2.2.3.15.32 Field 27. Total Disposition**
- 3.2.2.3.15.32.1 Line Items shall be the sum of Line Items of 14-16B, 17-23, 25, and 26.
- 3.2.2.3.15.32.2 Acquisition Cost shall be the sum of Acquisition Cost of 14-16B, 17-23, 25, and 26.
- 3.2.2.3.15.32.3 Proceeds shall be calculated as the sum of 14-16B, 17-23, 25, and 26.
- 3.2.2.3.15.33 Field 28 Remarks shall be provided from the IDR Remarks of the Build Case screen.
- 3.2.2.3.15.34 The system shall provide page numbers on the Inventory Disposal Report in the following format:**
- 3.2.2.3.15.34.1 At the bottom right of Page 1 print "Page 1 for Case Number: XXXXXX XXXX".
- 3.2.2.3.15.34.2 At the bottom right of Page 2 print "End of Inventory Disposal Report for Case Number: XXXXXX XXXX Page 2".
- 3.2.2.3.16 A checkbox shall be added on the Build Case Workload screen for displaying cases that have inventory schedules with a scrap list.
- 3.2.2.3.17 The system shall drop closed cases off the Build Case Workload screen.

- 3.2.2.3.18 The system shall provide a radio button to the Build Cases Workload screen to view closed cases.
- 3.2.2.3.19 The "All" radio button title shall be changed to "Open" on the Build Cases Workload Screen.
- 3.2.2.3.20 The system shall provide the following fields on the Case Detail Screen.**
- 3.2.2.3.20.1 Referral Number: display-only.
- 3.2.2.3.20.2 Second-Tier Subcontractor Name field
- 3.2.2.3.20.3 Second-Tier Subcontractor Number field
- 3.2.2.3.20.4 Closed Date: display-only and shall be visible when case is closed; otherwise, the Reopened Date shall be visible.
- 3.2.2.3.20.5 Overage reason: dropdown list shall display code and description.
- 3.2.2.3.20.6 Reopened Reason: display-only.
- 3.2.2.3.20.7 Withdrawn Date: display-only.
- 3.2.2.3.20.8 Withdrawn Reason: display-only.
- 3.2.2.3.21 The system shall provide a display-only IDR Remarks field on the Build Case screen.
- 3.2.2.3.22 The system shall provide PLCO users the ability to add/remove schedules on an Established Case.**
- 3.2.2.3.22.1 When removing a schedule, no disposition instructions can be assigned to that schedule.
- 3.2.2.3.22.2 The case must be open to add or remove schedules.
- 3.2.2.3.23 The system shall populate the reportable/non-reportable field on the Case Detail screen when the case is established.**
- 3.2.2.3.23.1 If any of the items on the case are reportable, the case shall be reportable. Otherwise, the case shall be non-reportable.
- 3.2.2.3.24 The system shall expand the Remarks field on the Case Detail screen to 400 alphanumeric characters and allow scrolling.
- 3.2.2.3.25 The system shall initiate a notification to the Prime PLCO via e-mail when any case that they referred has been closed.

3.2.2.3.26 When a case is reopened the system shall reopen all requisitions on that case.

3.2.2.4 Requisitions

3.2.2.4.1 The system shall provide the capability to export an ASCII file that can be attached to an e-mail that the user creates outside of the application. The ASCII file shall contain the specified requisition data.

3.2.2.4.2 The system shall allow users to edit any requisition regardless of the status in system.

3.2.2.4.2.1 The system shall provide a maintenance screen to change the Requisition Number.

3.2.2.4.2.2 The system shall modify all other editable fields on the Requisition Detail screen.

3.2.2.4.3 The system shall close all requisitions on the case when the case is closed.

3.2.2.4.4 The system shall provide a Type column on the Requisition Workload screen. The values for Type shall be REQ for a normal requisition or 1348 for an MO or PM Requisition.

3.2.2.4.5 The system shall drop closed requisitions off the Requisition Workload screen.

3.2.2.4.6 The system shall provide a radio button to the Requisition Workload screen to view closed requisitions.

3.2.2.4.7 The "All" radio button title shall be changed to "Open" on the Requisition Workload screen.

3.2.2.4.8 The system shall populate the FROM and SHIP TO blocks with the DRMO DoDAAC and address when the requisition is of type 1348.

3.2.2.4.9 The system shall require the PLCO to input comments when editing a requisition. This field shall accommodate 400 alphanumeric characters.

3.2.2.4.10 The system shall provide a "Mark for" data field with a length of 30 alphanumeric characters after the "Ship to" Point of Contact field on the Requisition Detail Page 2.

- 3.2.2.4.11 The system shall provide default addresses on the PLCO generated requisition.**
- 3.2.2.4.11.1 The values for the addresses shall be taken from the User's Default Information Table defined in Section 3.2.2.10 (*Options*) section of this document.
- 3.2.2.4.11.2 The TO address field shall be populated with the CAGE code entered and the system shall populate the address fields.
- 3.2.2.4.11.3 The PLCO shall have the ability to edit all of the addresses.
- 3.2.2.4.12 The system shall provide an E-Mail address to the SHIP TO block on the Requisition Detail screen. This field shall accommodate 255 alphanumeric characters.
- 3.2.2.4.13 The system shall provide an E-Mail address field in the FROM block on the Requisition Detail screen. This field shall accommodate 255 alphanumeric characters.
- 3.2.2.4.14 The system shall provide an E-Mail address field in the To block on the Requisition Detail Screen. This field shall accommodate 255 alphanumeric characters.**
- 3.2.2.4.14.1 The To E-Mail address field shall be populated with the value of the e-mail address from the Location of Property field on the inventory schedule.
- 3.2.2.4.15 The system shall provide a Type field on the Requisition Detail screen.
- 3.2.2.4.16 The system shall provide a DoDAAC field in the FROM block on the Requisition Detail screen.
- 3.2.2.4.17 The system shall provide a DoDAAC field in the SHIP TO block on the Requisition Detail screen.
- 3.2.2.4.18 A Mass Changes tab page shall be created to update all items on a requisition. The following fields shall be provided:**
- 3.2.2.4.18.1 Voucher Date field
- 3.2.2.4.18.2 Voucher number field
- 3.2.2.4.18.3 Mode of Shipment field
- 3.2.2.4.18.4 Date Shipped field
- 3.2.2.4.18.5 QAR INSP. REQD field

- 3.2.2.4.18.6 Bill of Lading field
- 3.2.2.4.18.7 TCN field
- 3.2.2.4.18.8 Special Handling field
- 3.2.2.4.18.9 When the user enters any data on the Mass Changes tab, all items on the Requisition shall be updated with this data when the user selects Save.
- 3.2.2.4.19 The Add Item function shall be modified on the Requisition screen.**
- 3.2.2.4.19.1 If only the Case Number is entered, then all remaining items on the case shall be added to the requisition.
- 3.2.2.4.19.2 If the Case and Schedule Number are both entered, then remaining items of that schedule shall be added to the requisition.
- 3.2.2.4.19.3 If the Case, Schedule, and Line Item Number are entered, then the specific item shall be added to the requisition.
- 3.2.2.4.20 The system shall provide an Add Case button on the Requisition Line Item Detail screen to add the remaining items on the case to the requisition.
- 3.2.2.4.21 The system shall provide an Add Schedule button on the Requisition Line Item Detail screen to add the remaining items on the schedule to the Requisition.
- 3.2.2.4.22 The system shall provide a Demil Code field on the Requisition Items screen.
- 3.2.2.4.23 The system shall provide a Condition Code field on the Requisition Items screen.
- 3.2.2.5 Sales**
- 3.2.2.5.1 The system shall allow the PLCO to electronically close sales after all actions on the sale items are complete.
- 3.2.2.5.2 The system shall provide the ability to keep a history of Sales.**
- 3.2.2.5.2.1 On submit to Contractor, a snapshot shall be taken of the Sale number Schedule, and Line Item quantities.
- 3.2.2.5.2.2 When resubmitting a sale to the Contractor, a new snapshot shall be taken.
- 3.2.2.5.2.3 Each sale shall have only one snapshot associated with it.

- 3.2.2.5.3 The system shall provide the ability to reopen closed sales.
- 3.2.2.5.4 The system shall provide the ability to generate Sale registers.**
- 3.2.2.5.4.1 A push button shall be added on the Insert Sale screen to populate the Sale number with the lowest register value in the proper format:**
 - 3.2.2.5.4.1.1 Positions one through three shall contain sequential characters in the range of 001 to ZZZ.
 - 3.2.2.5.4.1.2 Position four shall designate the last digit of the calendar year.
 - 3.2.2.5.4.1.3 Positions five through ten shall contain the DoDAAC.
- 3.2.2.5.4.2 The system shall continue to allow the user to change the number.
- 3.2.2.5.4.3 Duplicates shall not be permitted.
- 3.2.2.5.4.4 Each DoDAAC shall have its own set of sequential characters beginning with 001.
- 3.2.2.5.4.5 At the beginning of each calendar year, the sequential characters shall be set to 001.
- 3.2.2.5.4.6 The sequential character that appears shall be the lowest value available for the DoDAAC.
- 3.2.2.5.5 The system shall allow the PLCO users to edit any of their sales regardless of the status in system.**
- 3.2.2.5.5.1 A maintenance screen shall be provided to change the Sale DoDAAC and Sale Number.
- 3.2.2.5.5.2 The system shall modify all other editable fields on the Sale Authorization screen.
- 3.2.2.5.6 The system shall provide the ability to open and close a sale on the same day.
- 3.2.2.5.7 All existing bids on lots shall be severed from the Bidder table.
- 3.2.2.5.8 The system shall no longer house a Bidder's code in the Bidder table.
- 3.2.2.5.9 The system shall store the address information of bidders associated to a sale separately from the Bidder table.
- 3.2.2.5.10 The system shall no longer update the Award Indicator in the Bidder table when the sale award is made.

- 3.2.2.5.11 The system shall drop a closed sale off the Sale Workload screen.
- 3.2.2.5.12 The system shall provide a radio button on the Sale Workload screen to view closed sales.
- 3.2.2.5.13 The "All" radio button title shall be changed to "Open" on the Sale Workload screen.
- 3.2.2.5.14 The system shall provide a Create Lot button on the Sale Workload screen that when selected displays the Create Lot screen.
- 3.2.2.5.15 The system shall provide a Remarks field on the Sale Authorization screen. This field shall accommodate 400 alphanumeric characters.
- 3.2.2.5.16 The system shall provide a Create Lot button on the Sale Authorization screen that when selected displays the Create Lot screen.
- 3.2.2.5.17 The system shall provide an Award button on the Sale Authorization screen that when selected displays the Sale Award screen.
- 3.2.2.5.18 The Bids button shall be modified on the Sale Authorization screen that when selected displays the Assign Bidder's screen.
- 3.2.2.5.19 The "Lot Information" button shall be changed to the "View Lot" button on the Sale Authorization screen.
- 3.2.2.5.20 The Lot Information screen shall be removed.
- 3.2.2.5.21 The system shall provide a Create Lot screen.**
 - 3.2.2.5.21.1 The system shall provide a Sale Number field.
 - 3.2.2.5.21.2 The system shall provide a checkbox that shall inform the system to assign the remaining items of a sale to a lot.
 - 3.2.2.5.21.3 The system shall provide a dropdown list containing all of the cases which have items assigned to the sale.
 - 3.2.2.5.21.4 The system shall provide a checkbox that shall inform the system to assign the remaining items of a case to a lot.
 - 3.2.2.5.21.5 The system shall provide a dropdown list containing the schedules of the current case which have items assigned to the sale.
 - 3.2.2.5.21.6 The system shall provide a checkbox that shall inform the system to assign the remaining items of a schedule to a lot.
 - 3.2.2.5.21.7 The system shall allow the user to enter the Lot number for items to be assigned. If the lot does not already exist, system shall create it.

- 3.2.2.5.21.8 The system shall provide a Lot Acquisition Cost field displaying the cost of all items assigned to a lot.
- 3.2.2.5.21.9 The system shall provide a listing of all of the items in a tabular format assigned to the sale with the following columns:**
- 3.2.2.5.21.9.1 Case number
- 3.2.2.5.21.9.2 Schedule number
- 3.2.2.5.21.9.3 Line Item number
- 3.2.2.5.21.9.4 Quantity
- 3.2.2.5.21.9.5 Lot number
- 3.2.2.5.21.10 The system shall provide the ability to order the sale items by selecting the column headers. The default order shall be: Case, Schedule, Line Item, and Quantity.
- 3.2.2.5.21.11 The system shall provide a Split button that when selected shall enable the user to divide the quantity of an item.
- 3.2.2.5.21.12 The system shall provide an Assign button that shall assign a specified Lot Number to the selected items.
- 3.2.2.5.21.13 The system shall provide a Remove button to allow the user to remove items selected from their assigned lots.
- 3.2.2.5.21.14 The system shall provide a Delete button to allow the user to remove the lot and un-assign all associated items from that lot.
- 3.2.2.5.22 The system shall provide a View Lot pop-up screen.**
- 3.2.2.5.22.1 The system shall provide a Sale Number field.
- 3.2.2.5.22.2 The system shall provide a dropdown list containing all of the Lot Numbers of the sale.
- 3.2.2.5.22.3 The system shall provide a Lot Acquisition field displaying the cost of all items assigned to the lot.
- 3.2.2.5.22.4 The system shall provide a Lot Items table listing all of the items assigned to the Lot Number dropdown list with the following information:**
- 3.2.2.5.22.4.1 Case number
- 3.2.2.5.22.4.2 Schedule number

- 3.2.2.5.22.4.3 Line Item number
- 3.2.2.5.22.4.4 Quantity
- 3.2.2.5.22.5 The system shall allow the user to order the lot items by selecting the column headers. The default order shall be: Case, Schedule, Line Item, and Quantity.
- 3.2.2.5.22.6 The system shall provide a Return button to allow the user to return to the previous screen.
- 3.2.2.5.23 The system shall provide an Assign Bidder screen to assign bidders to a sale.**
- 3.2.2.5.23.1 The system shall provide a Sale Number field.
- 3.2.2.5.23.2 The system shall provide a list of lots for the sale in a tabular format to include the following columns:**
- 3.2.2.5.23.2.1 Lot Number
- 3.2.2.5.23.2.2 Bid Amount
- 3.2.2.5.23.2.3 No Bid
- 3.2.2.5.23.3 Bid Amount and No Bid shall be mutually exclusive for each lot number.
- 3.2.2.5.23.4 Before saving a bidder, the system shall require the No Response box to be checked or for each Lot number to have a Bid Amount or No Bid entered.
- 3.2.2.5.23.5 The system shall provide an Insert Bidder button that when selected displays the Insert Bidder screen.
- 3.2.2.5.23.6 The system shall provide a Delete Bidder button that when selected removes the bidder.
- 3.2.2.5.23.7 The system shall provide a View Lot button that when selected displays the View Lot screen for the selected lot.
- 3.2.2.5.23.8 The system shall provide a Bidder Detail button that when selected displays the bidder's address information.
- 3.2.2.5.23.9 The system shall provide a display-only Bidder Name field. This field shall be populated when a bidder is assigned to a sale.
- 3.2.2.5.23.10 The system shall provide a No Response checkbox to indicate that no response was received from the bidder for the sale.

- 3.2.2.5.23.11 The system shall allow the user to scroll through existing bidders and display how many bidders exist for the sale.
- 3.2.2.5.23.12 The system shall provide an Employee/Company checkbox to indicate if the bid is from the company conducting the sale or any of its employees.
- 3.2.2.5.23.13 The system shall date/time stamp all bids entered.
- 3.2.2.5.24 The system shall remove limitation by Commodity Type/ Commodity Code on a simple search for Bidder Name and Address.
- 3.2.2.5.25 The system shall provide an Advanced Search Criteria option on the Insert/Search Bidder pop-up screen. This option shall allow searches for following:**
- 3.2.2.5.25.1 Commodity Code: multiple codes or exact code.
- 3.2.2.5.25.2 Commodity Type: multiple types or exact type.
- 3.2.2.5.25.3 City: multiple cities, exact city, or like cities.
- 3.2.2.5.25.4 State: multiple states or exact state (state code).
- 3.2.2.5.25.5 Zip Code: a range of zip codes, multiple zip codes, or an exact zip code.
- 3.2.2.5.25.6 Country: multiple countries or an exact country (country code).
- 3.2.2.5.26 The system shall update the lot with the Bidder upon finding an exact match as the result of a bidders search.
- 3.2.2.5.27 The system shall allow the user to select the appropriate Bidder upon finding more than one match as a result of a bidders search.
- 3.2.2.5.28 The Sale Award screen shall be redesigned.**
- 3.2.2.5.28.1 The system shall provide a Sale Number field.
- 3.2.2.5.28.2 The system shall provide a dropdown box containing all of the lot numbers.
- 3.2.2.5.28.3 The system shall provide the ability to reject all bids on a lot.
- 3.2.2.5.28.4 The system shall provide a list of Bidders solicited in a tabular format to include the following fields:**
- 3.2.2.5.28.4.1 Bidder name
- 3.2.2.5.28.4.2 Bid amount

- 3.2.2.5.28.4.3 No bid
- 3.2.2.5.28.4.4 No response
- 3.2.2.5.28.4.5 Time Bid entered (military time)
- 3.2.2.5.28.4.6 Employee/ Company Bid
- 3.2.2.5.28.4.7 Award Indicator
- 3.2.2.5.28.5 The system shall provide a Commodity Type field.
- 3.2.2.5.28.6 The system shall provide a Commodity Code field.
- 3.2.2.5.28.7 The system shall list the Bidders from highest bid to lowest bid then alphabetically.
- 3.2.2.5.28.8 The system shall populate the Number of Bids field with the total count of bidders that have a value in the Bid Amount column.
- 3.2.2.5.28.9 The system shall populate the Number Solicited field with the total count of bidders.
- 3.2.2.5.28.10 The system shall populate the Number of Responses field with the number of Bidders minus the number of bidders that did not respond.
- 3.2.2.5.28.11 The system shall provide the ability to print the list of Bidders for a lot.
- 3.2.2.5.28.12 The system shall provide a Detail button that when selected displays the address of the selected bidder.
- 3.2.2.5.28.13 The system shall provide a View Lot button that when selected displays the View Lot screen.

3.2.2.6 Final Dispositions

3.2.2.6.1 The system shall provide the ability to generate the DD Form 1348-1A found in Appendix B.

- 3.2.2.6.1.1 Positions 23 and 24 shall be populated with a Unit of Measure
- 3.2.2.6.1.2 Positions 25-29 shall be populated with the Quantity Issued.
- 3.2.2.6.1.3 Position 65 shall be populated with the Demil Code.
- 3.2.2.6.1.4 Position 71 shall be populated with the first character of the Condition Code.
- 3.2.2.6.1.5 Positions 74-80 shall be populated with the Unit Price.

- 3.2.2.6.1.6 Field 1 shall be the Unit Price times the Quantity.
- 3.2.2.6.1.7 Field 2 shall be populated with the Lowest Tier Contractor CAGE and Address.
- 3.2.2.6.1.8 Field 3 shall be populated with the DRMO Address.
- 3.2.2.6.1.9 Field 17 shall be populated with the Line Item Description.
- 3.2.2.6.1.10 Field 24 shall be populated with the Document Number.
- 3.2.2.6.1.11 Field 25 shall be populated with the NSN or the FSC if no NSN is given.
- 3.2.2.6.1.12 Field 27 shall be populated with Case Number, Schedule Number, and Line Item Number.
- 3.2.2.6.2 The system shall provide the ability to print the DD Form 1348-1A for a case that does not have Actions Completed from the Menu→Item→File→Print→Form→DD Form 1348- 1A.
- 3.2.2.6.3 The system shall provide a Category Remarks fields on the Final Disposition screen. This field shall accommodate 4,000 alphanumeric characters.
- 3.2.2.6.4 The system shall print the Category Remarks field data at the end of DD Form 1641.
- 3.2.2.6.5 The system shall display the In-The-Clear name along with the disposal code in the dropdown list on the Disposition Detail screen. When the desired code is selected, only the two-digit code shall be displayed.
- 3.2.2.6.6 The system shall provide a second screen for the Final Disposition Detail screen to contain remarks between the PLCO and the Contractor.**
 - 3.2.2.6.6.1 An editable PLCO Remarks field for entering comments to the Contractor from the PLCO shall be provided. This field shall accommodate 400 alphanumeric characters.
 - 3.2.2.6.6.2 A read-only Contractors Remarks field shall show the comments from the Contractor to the PLCO. This field shall accommodate 400 alphanumeric characters.
- 3.2.2.6.7 The system shall provide a new disposition code of MO for Defense Reutilization and Market Office (DRMO) transfers.

- 3.2.2.6.8 The system shall provide a new disposition code of PM for Precious Metal reutilization.
- 3.2.2.6.9 When a PLCO issues MO or PM disposition instructions the system shall:**
- 3.2.2.6.9.1 Prompt for DoDAAC and DRMO Address information.
- 3.2.2.6.9.2 Generate a Document ID if one does not currently exist for that item.
- 3.2.2.6.9.3 Generate a requisition number based on the Document ID.
- 3.2.2.6.10 The system shall not allow the DD Form 1348 to be printed if the disposition code of PM or MO is removed.
- 3.2.2.6.11 Upon issuing disposition instructions, the Last Updated field shall be populated with the present day and shall be appended with the characters "PLCO".
- 3.2.2.6.12 Once the PLCO approves the Contractors request for withdrawal, the system shall automatically enter a disposition code of WD if the quantity withdrawn is less than or equal to the quantity that is still not disposed.
- 3.2.2.6.13 The system shall provide a Withdrawn Reason field on the Final Disposition Detail screen. This field shall accommodate 80 alphanumeric characters.
- 3.2.2.6.14 The system shall only allow dispositions of WD or SO for inventory schedules that contain scrap lists.
- 3.2.2.6.15 The system shall provide the Requisition Number on the disposition line of the Final Disposition Detail screen.
- 3.2.2.6.16 The system shall allow PLCOs to select a mass "Actions Complete" function at the case level.
- 3.2.2.6.17 The system shall allow PLCOs to select a mass "Actions Complete" function at the schedule level.

3.2.2.7 Transfers

- 3.2.2.7.1 The system shall provide a Referrals radio button the on the Transfer screen.

3.2.2.7.2 The system shall allow the user to designate whether the Referral transfer is Incoming or Outgoing.

3.2.2.7.2.1 The system shall transfer all associated cases, sales, and requisitions if the transfer is an Incoming Referral.

3.2.2.7.2.2 The system shall transfer all associated schedules if the transfer is an Outgoing Referral.

3.2.2.7.3 The system shall provide the ability to designate to which PLCO the referral is being transferred.

3.2.2.8 Users

3.2.2.8.1 The system shall provide a new user type: Super User.

3.2.2.8.2 The system shall provide a Super User checkbox on the PLCO User screen.

3.2.2.8.3 The system shall establish new passwords in an expired state.

3.2.2.8.4 The system shall assign Oracle User ID, password, and grants when a new user is created in the PCARSS application.

3.2.2.8.5 The system shall provide a mandatory password field on the initial insert on all of the Input User screens. This field shall accommodate 8 alphanumeric characters.

3.2.2.8.6 The system shall allow the admin users to change/reset user passwords.

3.2.2.8.7 The system shall display the In-The-Clear name along with the code in the dropdown list for the PLCO ID. When the desired name is selected, only the code shall be displayed.

3.2.2.8.8 The system shall allow multiple CAGE codes to be assigned to Contractor users.

3.2.2.8.8.1 The first CAGE code entered shall be the default CAGE code.

3.2.2.8.9 When users enter a new Contractor, the system shall default the Contractor's address information when the CAGE code is entered and the address fields are blank.

3.2.2.8.10 The system shall provide an E-Mail address field for WWW users. This field shall accommodate 255 alphanumeric characters.

3.2.2.8.11 The system shall sort the DoDAAC on the Available DoDAAC dropdown list in the Add DoDAAC function on the PLCO User screen.

3.2.2.9 Log on

3.2.2.9.1 The system shall allow only Super Users to establish multiple sessions.

3.2.2.9.2 The system shall not allow the user to reuse their previous ten passwords.

3.2.2.9.3 The system shall lock out the user account after three-failed log in attempts.

3.2.2.9.4 The system shall provide an Overage screen, when logging in to the system.

3.2.2.9.4.1 The Overage screen shall only be displayed when a case is overage based on the CASE_OVRG_R_DAYS or CASE_OVRG_N_DAYS columns in the SITE_INI table and does not have an overage reason code assigned.

3.2.2.9.4.2 The Overage Screen shall contain the Overage Code, Case number, Lowest-Tier Contractor name on the schedule, and the PIIN/SPIIN.

3.2.2.9.4.3 The Overage Code description shall be displayed in the dropdown list of the Overage Code.

3.2.2.9.4.4 The User shall not be able to continue into the application until an Overage Reason code is selected.

3.2.2.9.5 The system shall alert the PLCO by displaying a screen with a list of cases that have dispositions without actions complete. This is displayed based on the number of days set in the DISP_INSTR_DAYS column of the SITE_INI table. This is the number of days after disposition instructions have been entered.

3.2.2.10 Options

3.2.2.10.1 The system shall remove the Screening Status function.

3.2.2.10.2 The system shall provide an E-Mail address field to the Bidder Information screen. This field shall accommodate 255 alphanumeric characters.

3.2.2.10.3 The system shall provide a Key Field Maintenance function that allow PLCOs to change the following entities:

3.2.2.10.3.1 Schedule reference number (including the Prime CAGE code) and all records affected by this change.

- 3.2.2.10.3.2 Case DoDAAC and case number and all records affected by this change.
- 3.2.2.10.3.3 Sale DoDAAC and sale number and all records affected by this change.
- 3.2.2.10.3.4 Requisition number and all records affected by this change.
- 3.2.2.10.3.5 Referral number and all records affected by this change.
- 3.2.2.10.4 The system shall provide the PLCO users a User Default screen applicable to:**
- 3.2.2.10.4.1 All editable fields on the Inventory Schedule Detail screen. Upon inserting a new inventory schedule, the data fields shall be filled with the default values.
- 3.2.2.10.4.2 All editable fields on the Requisition Detail screen. Upon inserting a new Requisition, the data fields shall be filled with the default values.
- 3.2.2.10.4.3 Remarks for the IDR: Upon closing a case the remarks field for the IDR shall be filled with the default values.
- 3.2.2.10.4.4 Remarks for the SF Form 1423: Upon displaying the SF 1423 Form the remarks field shall be filled with the default values.
- 3.2.2.10.4.5 The PLCO signature field
- 3.2.2.10.5 The system shall provide a Mass Change CAGE Code function.**
- 3.2.2.10.5.1 Only Super Users shall have access to this function.
- 3.2.2.10.5.2 The system shall apply the mass changes to all CAGE codes on open records based on the case closed/withdrawn status.
- 3.2.2.10.5.3 The system shall validate that the new CAGE code exists within SDW or PCARSS.
- 3.2.2.11 Validation Tables**
- 3.2.2.11.1 The system shall provide a maintenance screen for the DoDAAC to District table.
- 3.2.2.11.2 The system shall provide a cross-reference table to list Hazardous Material codes and descriptions.
- 3.2.2.11.3 The system shall provide a cross-reference table to list Precious Metal codes and descriptions.

- 3.2.2.11.4 The system shall provide a cross-reference table to list Control Item Identification codes (CIIC) and descriptions.
- 3.2.2.11.5 The system shall allow mass updates of Manufacturers' codes in Validation Tables with data provided by DISA.
- 3.2.2.11.6 The system shall allow mass updates of Components' codes in Validation Tables with data provided by DISA.
- 3.2.2.11.7 The system shall provide a required E-mail column on the Agency Department Validation table. This field shall accommodate 255 alphanumeric characters.
- 3.2.2.11.8 The system shall provide a screen to maintain defaults for the SITE_INI table.

3.2.3 WWW Contractors

3.2.3.1 Tool Bar

- 3.2.3.1.1 The system shall gray out the icon of disabled functions.
- 3.2.3.1.2 The system shall provide an Icon for the User Default function.
- 3.2.3.1.3 The system shall provide an icon for the Session function.

3.2.3.2 Session

- 3.2.3.2.1 The system shall allow a contractor user to change their CAGE code to any CAGE code that is assigned to them.
- 3.2.3.2.2 The system shall allow a Super User to change their CAGE code to any CAGE code assigned to a Contractor in the system.

3.2.3.3 Inventory Schedules

- 3.2.3.3.1 The system shall provide a Contract Type Code on the Inventory Disposal Schedule Report.
- 3.2.3.3.2 The system shall allow a user to view the DD Form 1637.
- 3.2.3.3.3 The system shall allow a user to view the DD Form 1640.
- 3.2.3.3.4 The system shall allow the user to print the DD Form 1640.
- 3.2.3.3.5 The system shall allow the user to print the DD Form 1637.

- 3.2.3.3.6 The system shall provide a Print IDR button on the Inventory Schedule Workload screen only when the Closed Cases radio button is selected.
- 3.2.3.3.7 The system shall drop schedules associated with a closed case off the Inventory Schedule Workload screen.
- 3.2.3.3.8 The system shall provide a radio button on the Inventory Schedule Workload screen to view schedules of closed cases.
- 3.2.3.3.9 The "All" field shall be changed to "Open" on the Inventory Schedule Workload screen.
- 3.2.3.3.10 The system shall incorporate a Screening Completion Date (SCD).**
 - 3.2.3.3.10.1 The SCD equals the Case Established Date plus the longest screening period for all items on the schedules associated with the case.
 - 3.2.3.3.10.2 The Days Remaining Column shall be replaced with SCD on the Inventory Schedule Workload screen.
 - 3.2.3.3.10.3 The SCD column shall be highlighted red when the system date is equal to the SCD minus the value of the SCD_DAYS_PRIOR column in the SITE_INI table.
 - 3.2.3.3.10.4 The system shall remove the highlight on the inventory schedule when the PLCO issues disposition instructions for all of the screening items on the schedule.
- 3.2.3.3.11 The system shall change functionality of the Transaction Date on the Inventory Schedule Workload screen.**
 - 3.2.3.3.11.1 The system shall provide highlight when the date submitted to the PLCO has passed the value in the IS_SUBMITTED_DAYS column in the SITE_INI table.
 - 3.2.3.3.11.2 The system shall remove the highlight when placed on a case.
- 3.2.3.3.12 The system shall modify the Inventory Schedule Workload screen.**
 - 3.2.3.3.12.1 A Last Updated field shall be added to include the date the schedule was last updated and indicate what type of resource did the updating—PLCO or KTR (Contractor).
 - 3.2.3.3.12.2 The system shall display the Acquisition Cost and number of line items.

- 3.2.3.3.13 The system shall add three radio buttons on the Inventory Schedule Workload screen. If any item on a schedule matches the selection criteria, then the schedule shall be displayed. When the user selects the radio button:**
- 3.2.3.3.13.1 The system shall display a list of schedules currently on a case that have at least one item without a Disposition Code (No Dispositions).
- 3.2.3.3.13.2 The system shall display a list of Schedules currently on a Case that have at least one item with a Disposition Code and with the Action Complete box unchecked (Disposition with No Action).
- 3.2.3.3.13.3 The system shall display a list of schedules currently on a case that have at least one item with a Disposition Code and with the Action Complete box checked (Disposition with Action Completed).
- 3.2.3.3.14 If the "Disposition with no action" button is selected and the user selects a schedule, then the system shall prompt the user to go to one of three screens:**
- 3.2.3.3.14.1 Line Item Detail
- 3.2.3.3.14.2 Inventory Schedule Detail
- 3.2.3.3.14.3 Final Disposition Detail
- 3.2.3.3.15 The system shall provide a checkbox on the Inventory Schedule Workload screen for displaying inventory schedules with a Scrap List.
- 3.2.3.3.16 The system shall provide the capability to input scrap lists.**
- 3.2.3.3.16.1 A checkbox shall be added on the Inventory Schedule Detail Page 1 to indicate that the schedule contains a scrap list.
- 3.2.3.3.16.2 The system shall display the following disclaimer when the user selects the Scrap List checkbox: "YOU MUST HAVE AN APPROVED SCRAP PROCEDURE TO USE THIS FORM. NO SENSITIVE PROPERTY, HAZARDOUS MATERIAL, PRECIOUS METALS OR ITEMS REQUIRING DEMILITARIZATION CAN BE INCLUDED."
- 3.2.3.3.16.3 When the Scrap List checkbox is selected from Inventory Schedule Detail Page 1, then all fields on the Line Item Detail screen shall be disabled except the following: Quantity; Unit of measure; Unit Cost; Acquisition Cost; Estimate; and Condition Code.
- 3.2.3.3.17 The system shall provide a search engine for Contractor CAGE codes.

- 3.2.3.3.18 The system shall display the PLCO code and the PLCO In-The-Clear name on the Inventory Schedule Detail screen.
- 3.2.3.3.19 The system shall provide fields that contain remarks between the PLCO and the Contractor on the Inventory Schedule Detail screen.**
- 3.2.3.3.19.1 The system shall provide a Contractor Remarks field for entering comments to the PLCO from the contractor. This field shall accommodate 400 alphanumeric characters.
- 3.2.3.3.19.2 The system shall provide a display-only PLCO Remarks field to display the comments from the PLCO to the contractor. This field shall accommodate 400 alphanumeric characters.
- 3.2.3.3.20 The system shall provide three E-Mail address fields on the Inventory Schedule Detail screen after the Prime POC block. Each field shall accommodate 255 alphanumeric characters.
- 3.2.3.3.21 The system shall update the Last Updated field with the present day and append the characters "KTR" upon modifying the inventory schedule information.
- 3.2.3.3.22 The system shall provide a field on the Inventory Schedule Detail screen for a First-Tier subcontractor Reference number. This field shall accommodate 20 alphanumeric characters.
- 3.2.3.3.23 The system shall provide a field on the Inventory Schedule Detail screen for a Second-Tier subcontractor Reference number. This field shall accommodate 20 alphanumeric characters.
- 3.2.3.3.24 The system shall provide a Second-Tier Contract Number field on the Inventory Schedule Detail screen.
- 3.2.3.3.25 The system shall provide a display-only Referral Number field on the Inventory Schedule Detail screen. This field shall accommodate 20 alphanumeric characters.
- 3.2.3.3.26 This system shall support three tiers of Contractors for Inventory Schedules and Line Items.**
- 3.2.3.3.26.1 A Second-Tier subcontractor CAGE Code field shall be added to the Inventory Schedule Detail screen.
- 3.2.3.3.26.2 A Second-Tier subcontractor Address block shall be added to the Inventory Schedule Detail screen.
- 3.2.3.3.26.3 A Second-Tier subcontractor Point of Contact field shall be added to the Inventory Schedule Detail screen.

- 3.2.3.3.26.4 A Second-Tier subcontractor Point of Contact Phone field shall be added to the Inventory Schedule Detail screen.
- 3.2.3.3.26.5 A Second-Tier subcontractor Point of Contact Phone Extension field shall be added to the Inventory Schedule Detail screen.
- 3.2.3.3.26.6 A Second-Tier subcontractor Point of Contact Fax field shall be added to the Inventory Schedule Detail screen.
- 3.2.3.3.26.7 A Second-Tier subcontractor CAGE Code field shall be added to the Inventory Disposal Schedule Report.
- 3.2.3.3.26.8 A Second-Tier subcontractor Address Block shall be added to the Inventory Disposal Schedule Report.
- 3.2.3.3.26.9 A Second-Tier subcontractor Point of Contact field shall be added to the Inventory Disposal Schedule Report.
- 3.2.3.3.26.10 A Second-Tier subcontractor Point of Contact Phone field shall be added to the Inventory Disposal Schedule Report.
- 3.2.3.3.26.11 A Second-Tier subcontractor Point of Contact Phone extension field shall be added to the Inventory Disposal Schedule Report.
- 3.2.3.3.26.12 A Second-Tier subcontractor Point of Contact Fax Code field shall be added to the Inventory Disposal Schedule Report.
- 3.2.3.3.26.13 Only top tier can submit to PLCO.
- 3.2.3.3.26.14 All tiers may view the schedules at anytime and may edit them when they are in a status of I or R.
- 3.2.3.3.26.15 All tiers have access to established cases.
- 3.2.3.3.26.16 The system shall provide a display-only Initiator field on the Inventory Schedule Detail screen that shall be populated with the CAGE code of the user that initiated the schedule.
- 3.2.3.3.27 The system shall add an Active CAGE column after the Status column on the Inventory Schedule Workload screen.
- 3.2.3.3.28 The system shall update the Active CAGE field to the next tier Contractor's CAGE when the schedule is submitted.
- 3.2.3.3.29 A Contractor can only submit a schedule if their CAGE code matches the Active CAGE code or the Prime CAGE code.

- 3.2.3.3.30 The system shall remove the functionality to auto-populate the sub CAGE code on the Inventory Schedule Detail screen.
- 3.2.3.3.31 The system shall provide an E-Mail Address field on the Location of Property block. This field shall accommodate 255 alphanumeric characters.
- 3.2.3.3.32 The system shall provide new functionality to re-sequence Inventory Schedule Line Item numbers.**
- 3.2.3.3.32.1 A Re-sequence button shall be added to the Inventory Line Items Detail screen.
- 3.2.3.3.32.2 The system shall not allow re-sequencing if any line items on the schedules that have NSN/Part Numbers that have not been resolved.
- 3.2.3.3.32.3 The system shall not allow re-sequencing of line item numbers on schedules that are assigned to an established case.
- 3.2.3.3.32.4 When submitting a schedule, the user shall be prompted to re-sequence the line items.
- 3.2.3.3.33 The system shall display the code and the In-The-Clear name on the Line Item Detail screen; the size of the field shall be left to the discretion of the developer with a minimum of twenty alphanumeric characters unless the largest value is less than twenty. These fields shall be as follows:**
- 3.2.3.3.33.1 Demil code
- 3.2.3.3.33.2 Property class
- 3.2.3.3.33.3 Property sub class
- 3.2.3.3.33.4 Condition code
- 3.2.3.3.33.5 Unit of Measure
- 3.2.3.3.33.6 Precious metal code
- 3.2.3.3.33.7 Hazardous material
- 3.2.3.3.33.8 CIIC
- 3.2.3.3.33.9 FSC

- 3.2.3.3.34 The system shall provide an automatic Save function when entering inventory schedule line items.**
- 3.2.3.3.34.1 The system shall automatically save the previous line item when the Insert icon is selected to insert another item.
- 3.2.3.3.34.2 The system shall provide notification only if an error occurs in the Save process.
- 3.2.3.3.35 The system shall add the functionality to reuse current line item data.**
- 3.2.3.3.35.1 A Repeat button shall be added on the Line Item Detail screen to retain the current item's data except for the line item number.
- 3.2.3.3.35.2 The system shall save any changes to the current item before generating the new item.
- 3.2.3.3.35.3 The line item number shall be system generated.
- 3.2.3.3.36 The system shall convert the Hazardous Material Code (HMC) data field to a dropdown box on the Inventory Schedule Line Item Detail screen.
- 3.2.3.3.37 The system shall convert the Precious Metal Code (PMC) data field to a dropdown box on the Inventory Schedule Line Item Detail screen.
- 3.2.3.3.38 The system shall convert the Control Item Identification Code (CIIC) data field to a dropdown box on the Inventory Schedule Line Item Detail screen.
- 3.2.3.3.39 The system shall add a Component Code dropdown list box on the Inventory Schedule Line Item Detail screen.
- 3.2.3.3.40 The system shall add a Manufacturer Code field on the Inventory Schedule Line Item Detail screen.
- 3.2.3.3.41 The system shall provide functionality to search for Manufacturer code.**
- 3.2.3.3.41.1 A search button shall be added next to the Manufacturer Code field on the line Item detail screen.
- 3.2.3.3.41.2 At least the first letter of the Manufacturer name must be entered.
- 3.2.3.3.42 The system shall add an Obsolete Status code dropdown list box on the Inventory Schedule Line Item Detail screen.

- 3.2.3.3.43 The system shall add a Contractor ID number field on the Line Items Detail screen. This field shall accommodate 16 alphanumeric characters.
- 3.2.3.3.44 The system shall provide a Product Made By field on the Line Item Detail screen. This field shall accommodate 50 alphanumeric characters.
- 3.2.3.4 Sales**
- 3.2.3.4.1 The system shall drop closed sales off the Sale Workload screen.
- 3.2.3.4.2 The system shall provide a radio button on the Sale Workload screen to view closed sales.
- 3.2.3.4.3 The "All" radio button title shall be changed to "Open" on the Sale Workload screen.
- 3.2.3.4.4 The system shall provide a remarks field to the Sale Authorization screen. This field shall accommodate 400 alphanumeric characters.
- 3.2.3.4.5 The Lot Information button shall be changed to the View Lot button on the Sale Authorization screen.
- 3.2.3.4.6 The Create Lot screen shall be redesigned.**
- 3.2.3.4.6.1 The system shall provide a Sale Number field.
- 3.2.3.4.6.2 A checkbox shall be provided to inform the system to assign the remaining items of a sale to a lot.
- 3.2.3.4.6.3 The system shall provide a dropdown list containing all of the cases which have items assigned to the sale.
- 3.2.3.4.6.4 A checkbox shall be provided to inform the system to assign the remaining items of a case to a lot.
- 3.2.3.4.6.5 The system shall provide a dropdown list containing the schedules which have items assigned to the sale.
- 3.2.3.4.6.6 A checkbox shall be provided to inform the system to assign the remaining items of a schedule to a lot.
- 3.2.3.4.6.7 The system shall allow the user to enter the Lot number for items to be assigned. If the Lot number does not already exist, then the system shall create it.

- 3.2.3.4.6.8 The system shall display a listing of all of the items in a tabular format assigned to the sale with the following columns:**
- 3.2.3.4.6.8.1 Case number
 - 3.2.3.4.6.8.2 Schedule number
 - 3.2.3.4.6.8.3 Line Item number
 - 3.2.3.4.6.8.4 Quantity
 - 3.2.3.4.6.8.5 Lot number
- 3.2.3.4.6.9 The system shall allow the user to order the sale items by selecting the column headers. The default order shall be: Case, Schedule, Line Item, and Quantity.
- 3.2.3.4.6.10 The system shall provide a Split button that when selected enables the user to divide the quantity of an item.
- 3.2.3.4.6.11 The system shall provide an Assign button that when selected assigns a specified Lot number to the selected items.
- 3.2.3.4.6.12 The system shall provide a Remove button that when selected allows the user to remove items selected from their assigned lots.
- 3.2.3.4.6.13 The system shall provide a Delete button that when selected allows the user to remove the lot and remove all associated items from that lot.
- 3.2.3.4.7 The system shall provide an Assign Bidder screen to assign bidders to a lot.**
- 3.2.3.4.7.1 The system shall provide a Sale Number field.
- 3.2.3.4.7.2 The system shall provide a list of lots for sale in a tabular format to include the following columns:**
- 3.2.3.4.7.2.1 Lot Number
 - 3.2.3.4.7.2.2 Bid Amount
 - 3.2.3.4.7.2.3 No Bid
- 3.2.3.4.7.3 Bid Amount and No Bid shall be mutually exclusive for each lot number.
- 3.2.3.4.7.4 Before saving a bidder, the system shall require the No Response box to be checked or for each Lot number to have a Bid Amount or No Bid entered.

- 3.2.3.4.7.5 The system shall provide an Insert Bidder button that when selected displays the Insert Bidder screen.
- 3.2.3.4.7.6 The system shall provide a Delete Bidder Button that when selected removes the bidder from the sale.
- 3.2.3.4.7.7 The system shall provide a View Lot button that when selected displays the View Lot screen for the selected lot.
- 3.2.3.4.7.8 The system shall provide a Bidder Detail button that when selected displays the bidders address information.
- 3.2.3.4.7.9 The system shall provide a display-only Bidder Name field; when a bidder is assigned to a sale, this field shall be populated.
- 3.2.3.4.7.10 The system shall provide a No Response checkbox to indicate that no response was received from the bidder for the sale.
- 3.2.3.4.7.11 The system shall allow the user to scroll through existing bidders and display how many bidders exist for the sale.
- 3.2.3.4.7.12 The system shall provide an Employee/Company checkbox that shall indicate if the bid is from the company conducting the sale or any of its employees.
- 3.2.3.4.8 The system shall date/time stamp bids when entered.

3.2.3.5 Final Dispositions

- 3.2.3.5.1 The system shall remove the Final Dispositions Workload screen.
- 3.2.3.5.2 The system shall provide a Disp Desc (Disposition Description) button on the Final Disposition Detail Page 1 that when selected, shall display all the disposal codes and their descriptions.
- 3.2.3.5.3 The system shall provide a second screen to the Final Disposition Detail screen to contain remarks between the PLCO and the Contractor.**
 - 3.2.3.5.3.1 A Contractor Remarks field for entering comments to the PLCO from the contractor shall be provided. This field shall accommodate 400 alphanumeric characters.
 - 3.2.3.5.3.2 A display-only PLCO Remarks field shall show the comments from the PLCO to the contractor. This field shall accommodate 400 alphanumeric characters.

- 3.2.3.5.4 The system shall provide a Withdrawn Reason column at the end of the disposition line on the Final Disposition Detail screen. This field shall accommodate 80 alphanumeric characters.
- 3.2.3.5.5 The system shall provide a Requisition column after the Sale Number column on the disposition line on the Final Disposition Detail screen.
- 3.2.3.5.6 The system shall update the Last Updated field with the present day and append the characters "KTR" upon withdrawing or marking "Actions Complete".
- 3.2.3.5.7 The system shall allow the user to print the DD Form 1348-1A for a case with disposition codes of MO or PM that does not have actions completed.
- 3.2.3.5.8 The system shall allow the user to mark "Actions Complete" at the case level.
- 3.2.3.5.9 The system shall allow the user to mark "Actions Complete" at the schedule level.

3.2.3.6 Downloads

3.2.3.6.1 The system shall provide the capability to download pipe-delimited ASCII files.

3.2.3.6.1.1 Case Information:

3.2.3.6.1.1.1 Case Data: this shall contain an extract of all the columns in the CASES table for a particular Case Number.

3.2.3.6.1.1.2 Schedule Data: this shall contain an extract of all the columns in the INVENTORY_SCHEDULE table for a particular Schedule Reference Number or Case Number.

3.2.3.6.1.1.3 Line Item Data: this shall contain an extract of all the columns in the LINE_ITEMS table for a particular Schedule Reference Number or Case Number.

3.2.3.6.1.2 Sale Information:

3.2.3.6.1.2.1 Sale Data: this shall contain an extract of all the columns in the SALES table for a particular Sale Number.

3.2.3.6.1.2.2 Sale Items: this shall contain an extract of all the columns in the LINE_ITEMS table for a particular Sale.

- 3.2.3.6.1.2.3 Sale Lots: this shall contain an extract of all the columns in the LOT_ITEMS table for a particular Sale Number.
- 3.2.3.6.1.2.4 Sale Bidders: this shall contain an extract of all the columns in the BIDDERS and Bid tables for a particular Sale Number.
- 3.2.3.6.1.2.5 Sale Award: this shall contain an extract of all the columns in the BIDS table for a particular Sale Number that was awarded.

3.2.3.7 **Default**

- 3.2.3.7.1 The system shall provide a User Default screen applicable to all editable fields on the Inventory Schedule Detail screen.

3.2.4 **Screeners**

3.2.4.1 **Tool Bar**

- 3.2.4.1.1 The system shall gray out the icon of disabled functions.
- 3.2.4.1.2 The system shall provide an icon for the User Default function.
- 3.2.4.1.3 The system shall provide an icon for the Property Alert Criteria function.
- 3.2.4.1.4 The system shall provide an icon for the Session function.

3.2.4.2 **Session**

- 3.2.4.2.1 The system shall allow a Super User to change their DoDAAC to any DoDAAC assigned to a Screener or PLCO in the system.

3.2.4.3 **Inquires**

- 3.2.4.3.1 The default screen shall be the Data Criteria screen.

3.2.4.3.2 The system shall modify the Data Criteria screen:

- 3.2.4.3.2.1 The system shall provide a Case Number field. The search shall be executed as an exact match.
- 3.2.4.3.2.2 The system shall provide a Schedule Reference number field. The search shall be executed as an exact match.
- 3.2.4.3.2.3 The system shall provide a Federal Supply Code field with a maximum of four characters. The search shall be executed as a like match.

- 3.2.4.3.2.4 The system shall allow multiple Condition codes using the "OR" search method. The search shall be executed as an exact match.
- 3.2.4.3.2.5 The system shall provide a search by Date Range function. The case established date shall be used as the point of reference.
- 3.2.4.3.2.6 The system shall provide a Product Made By field. The search shall be executed as an like match.
- 3.2.4.3.2.7 The system shall allow user to specify the record order, the default shall be Case Number.
- 3.2.4.3.2.8 The system shall modify Search by Description to use "AND" format when multiple words are given (like match).
- 3.2.4.3.3 The system shall not permit ordering on the Available Line Items screen column header.
- 3.2.4.3.4 The system shall provide report buttons on the Available Line Items screen to print the retrieved data.**
- 3.2.4.3.4.1 The system shall print information on the Available Item screen with detail records that met search criteria.
- 3.2.4.3.4.2 The system shall print information on the Available Item screen for all records that met search criteria.
- 3.2.4.3.4.3 The system shall print information on the Available Item screen for all records that met search criteria with detail.
- 3.2.4.3.4.4 The system shall allow the user to select multiple items and print only those items with detail.
- 3.2.4.3.4.5 If the records retrieved are greater than 50, the system shall prompt the user, and allow them to continue or cancel their request.
- 3.2.4.3.5 The system shall add fields to indicate increments of 50 and the total count of records retrieved.
- 3.2.4.3.6 The system shall provide a button on the Available Line Items screen that when selected displays the criteria used for the inquiry.
- 3.2.4.3.7 The Available Line Items screen shall be modified.**
- 3.2.4.3.7.1 The Status column shall be replaced with the SCD (Screening Completion Date).

- 3.2.4.3.7.2 The Case Number and Schedule Reference Number shall be combined into one column.
- 3.2.4.3.7.3 A column for the Prime Contract Number shall be added after the Case/Schedule column.
- 3.2.4.3.8 On the Available Line Items Screen, when the Requisition button is selected, the user shall be prompted to input the Requisition number. The user must also choose one of the following options: Case (all remaining items); Schedule (all remaining items), or Item (the selected item). The Item option shall be the default. The Item(s) shall be added to the Requisition.
- 3.2.4.3.9 When leaving the View Line Items Detail screen the system shall return the user to the Available Line Items screen with the current item selected.
- 3.2.4.3.9.1 The Contractor's Offer field shall be removed from the View Line Item Detail screen.
- 3.2.4.3.10 The system shall provide the following fields on the View Line Item Detail screen:**
- 3.2.4.3.10.1 Visible without scrolling:**
- 3.2.4.3.10.1.1 Contract number (in the header)
- 3.2.4.3.10.1.2 Location of Property
- 3.2.4.3.10.1.3 Location Point of Contact
- 3.2.4.3.10.1.4 Location Point of Contact Phone Number
- 3.2.4.3.10.1.5 Screening Completion Date
- 3.2.4.3.10.2 Scroll to View:**
- 3.2.4.3.10.2.1 Precious Metal Code
- 3.2.4.3.10.2.2 Hazardous Material Code
- 3.2.4.3.10.2.3 CIIC
- 3.2.4.3.10.2.4 Prime Contractor CAGE Code
- 3.2.4.3.10.2.5 Prime Contractor Name
- 3.2.4.3.10.2.6 Manufacturer's Name

- 3.2.4.3.10.2.7 PLCO Name
- 3.2.4.3.10.2.8 PLCO Phone Number
- 3.2.4.3.10.2.9 PLCO E-mail Address
- 3.2.4.3.10.2.10 Product Covered By
- 3.2.4.3.10.2.11 Agency Department Code
- 3.2.4.3.10.2.12 Product Made By
- 3.2.4.3.10.3 The system shall provide a Report button to print the retrieved data.

3.2.4.4 Requisitions

- 3.2.4.4.1 The system shall provide a Mass Change button on the Requisition Detail screen that displays the Mass Change screen.
- 3.2.4.4.2 The system shall provide a Mass Change screen with the following fields:**
 - 3.2.4.4.2.1 Voucher Date
 - 3.2.4.4.2.2 Voucher Number
 - 3.2.4.4.2.3 Mode of Shipment
 - 3.2.4.4.2.4 Date Shipped field
 - 3.2.4.4.2.5 QAR INSP. REQD
 - 3.2.4.4.2.6 Bill of Lading field
 - 3.2.4.4.2.7 TCN field
 - 3.2.4.4.2.8 Special Handling
 - 3.2.4.4.2.9 When the user enters any data on the Mass Changes screen, all items on the Requisition shall be updated with this data when the user selects Save.
- 3.2.4.4.3 The system shall provide a display-only PLCO Remarks field on the Requisition Detail Page 1 screen.
- 3.2.4.4.4 The system shall drop requisitions off the workload screen when the associated case is closed.

- 3.2.4.4.5 The system shall provide a radio button on the Requisition Workload screen to view requisitions on closed cases.
- 3.2.4.4.6 The "All" radio button title shall be changed to "Open" on the Requisition Workload screen.
- 3.2.4.4.7 The system shall provide a "Mark For" data field with maximum length of 30 alphanumeric characters after the "Ship to" Point of Contact field on the Requisition Detail Page 1 screen.
- 3.2.4.4.8 The system shall provide an E-Mail address in the Ship To block on the Requisition Detail screen. This field shall accommodate 255 alphanumeric characters.
- 3.2.4.4.9 The system shall provide an E-Mail address in the From block on the Requisition Detail screen. This field shall accommodate 255 alphanumeric characters.
- 3.2.4.4.10 The system shall provide an E-Mail field in the To block on the Requisition Detail screen. This field shall accommodate 255 alphanumeric characters.**
- 3.2.4.4.10.1 The To E-mail address field shall be populated with the value of the E-mail address from the Location of Property on the Inventory Schedule Detail screen.
- 3.2.4.4.11 The system shall provide a Type field on the Requisition Detail screen.
- 3.2.4.4.12 The system shall provide a DoDAAC field in the FROM block on the Requisition Detail screen.
- 3.2.4.4.13 The system shall provide a DoDAAC field in the SHIP TO block on the Requisition Detail screen.
- 3.2.4.4.14 The system shall change the Add Item function on the Requisition screen.**
- 3.2.4.4.14.1 If only the Case Number is entered, then all remaining items on the case shall be added to the requisition.
- 3.2.4.4.14.2 If the Case and Schedule Number are both entered, then remaining items of that schedule shall be added to the requisition.
- 3.2.4.4.14.3 If the Case, Schedule, and Line Item Number are entered, then the specific item shall be added to the requisition.
- 3.2.4.4.15 The system shall provide an Add Case button on the Requisition Detail Page 2 screen to add the remaining items on the case to the requisition.

- 3.2.4.4.16 The system shall provide an Add Schedule button on the Requisition Detail Page 2 screen to add the remaining items on the schedule to the requisition.
- 3.2.4.4.17 The system shall provide a Demil Code field on the Requisition Items screen.
- 3.2.4.4.18 The system shall provide a Condition Code field on the Requisition Items screen.

3.2.4.5 Property Alert Criteria

3.2.4.5.1 The system shall provide a function screen to assign the criteria from which the Screener shall be alerted of property available for screening. The following fields shall be provided:

- 3.2.4.5.1.1 User ID
- 3.2.4.5.1.2 E-Mail Address
- 3.2.4.5.1.3 DoDAAC list box
- 3.2.4.5.1.4 FSC list box
- 3.2.4.5.1.5 Contract Number list box

3.2.4.6 Download

- 3.2.4.6.1 The system shall allow download of information from the WWW Screener inquiry to enable Screeners to forward the information to individuals without PCARSS access. This information shall contain an extract of all columns that are displayed in the Available Items screen in a pipe-delimited file.

3.2.4.7 Default

- 3.2.4.7.1 The system shall provide a User Default Screen applicable for all editable fields on the Requisition Detail screen.

3.2.5 Email Notification

- 3.2.5.1 The system shall allow the PLCO to notify the contractors via email of new disposition actions and follow-up on outstanding disposition actions.

- 3.2.5.2 The system shall provide a process to create and send an e-mail notifying property owners at the procuring activities when their property has become available for screening.**
- 3.2.5.2.1 The notification shall include only property that has Screener Rules assigned for WWW.
- 3.2.5.2.2 The e-mail notification shall only be sent if any DoDAAC, FSC, or Contract Numbers match a property owner's specified criteria.
- 3.2.5.2.3 If no e-mail address is given for this property, the Agency Department Code shall have an assigned Point of Contact to which this notification shall be sent.
- 3.2.5.2.4 The e-mail shall consist of " Your excess property under Case: XXXXXX-XXXX, PIIN/SPIIN: XXXXXXXXXXXXXXXXXXXX: Product Covered By : XXXXX (Maximum 50 characters) is available for screening in PCARSS until MM/DD/YYYY."
- 3.2.5.3 The system shall create an e-mail and send it to the prime PLCO and contractor(s) when the referral schedules are placed on a case. The e-mail shall include the inventory schedule numbers, referral number, and the case number.
- 3.2.5.4 The system shall create an e-mail and send it to the Prime PLCO when any case that they referred has been closed.
- 3.3 System external interface requirements**
- The system shall interface with Shared Data Warehouse (SDW). SDW interface requirements shall be addressed in the Interface Requirements Specification (IRS) document.
- The system shall interface with other external organizations identified in the IRS for Screening and Requisitions. All requirements specific to these interfaces shall be defined in the IRS document.
- 3.4 System Internal Interface Requirements**
- All internal interfaces are contained in section 3 (Requirements) of this document.
- 3.5 System Internal Data Requirements**
- All decisions concerning internal data are left to the designer for system components.

3.6 Adaptation Requirements

This section has been tailored out.

3.7 Safety Requirements

This section has been tailored out.

3.8 Security and Privacy Requirements

PCARSS shall be C2 compliant. The system shall use Oracle 8i security features to comply with this requirement.

The PCARSS application shall be PKI enabled.

3.9 System Environment Requirements

The PCARSS application shall consist of three platforms. The HP T600 (or greater) server shall support the Oracle 8i database and FTP user processes. This server shall use the HP-UX 11.x operating system and shall reside at DCMDE Boston. The web server shall also reside in DCMDE Boston on a Compaq Proliant 2500. This server shall run iPlanet Web Server Enterprise Edition version 4.x or higher (Netscape) under Windows NT 4.x. The bulk of the PCARSS web application shall reside on this server. The third platform, consisting of Window Client machines, is described in section 3.10.1 (Computer Hardware Requirements)

3.10 Computer Resource Requirements

The PCARSS PLCO GUI system shall be a Graphical User Interface (GUI) application developed with PowerBuilder 7 with an Oracle 8i database, utilizing PowerBuilder database drivers and Oracle Net8.

The PCARSS Contractor and Screener applications shall be web applications developed using JavaScript, Java, Java Server Pages, and HTML/XML with an Oracle 8i database utilizing ODBC.

The PCARSS flat file process shall consist of the transfer of data files between PCARSS and other organizations. The requirements for the Flat file process are specified in the IRS.

3.10.1 Computer Hardware Requirements

The PCARSS application shall be a client/server application connecting two types of end-users – PLCO GUI and WWW (Contractors and Screeners). An Oracle 8i database shall be used to store all PCARSS related data. This database shall reside on a HP T600 (or greater) server at DCMDE Boston.

The WWW users shall connect to the PCARSS application utilizing an iPlanet Web Server running on a Proliant 2500 NT 4.x Server in DCMDE Boston. The configuration for the client machines is described in the table below.

Minimum	Recommended
CPU Pentium II, 233 MHz	CPU Pentium II 333 MHz
Laser Printer 300 DPI	Laser Printer 600DPI
64 MB RAM	128 MB RAM
Monitor (15")	Monitor (17")
VGA Display Adapter with 8MB RAM	VGA Display Adapter with 8 MB RAM
56K or higher Modem	Direct Access to the WAN
Windows 95/NT	Windows 95/NT
Internet Explorer 5.0 (or higher) or Netscape Communicator 4.6 (or higher)	Internet Explorer 5.0 or Netscape Communicator 4.6 (or higher)
Net8 (for PLCO GUI users only)	Net8 (for PLCO GUI users)
Mouse	Mouse
100 MB of Hard Disk Space	100 MB of Hard Disk Space

3.11 System Quality Factors

These required functions should be performed by PCARSS in accordance with the following operational capabilities. Each operational capability includes a threshold value and an objective value. The threshold value is the minimum acceptable value that, in the users' judgment is necessary to satisfy the need. If threshold values are not achieved, program performance might be seriously degraded, the program may be too costly, or the program may no longer be timely. The objective value is that desired by the users and which the PM is attempting to obtain. It is an operationally meaningful, time critical or cost-effective increment above the threshold value for each operational capability.

3.11.1 Accurate Capture of Data Entries

PCARSS edit check routines shall identify data that the user attempts to enter in an incorrect format prior to the data being accepted and processed (i.e. contract number, condition code, acquisition cost,

etc.). PCARSS data and application structures must maintain the integrity of the entered data as the data is processed through the system between PCARSS, contractors, and screening agencies.

3.11.1.1**Threshold:**

The data edits must identify and reject incorrectly entered data for all operational data 100% of the time.

3.11.1.2**Objective:**

The data edits must identify and reject incorrectly entered data for all operational data 100% of the time.

3.11.2**Users Cannot Alter “Read Only” Data**

Data integrity means users cannot alter “read only” data. Data that is permitted to be changed must reflect the most recent update by an authorized user.

3.11.2.1**Threshold:**

“Read only” data will not be altered by a routine user manipulation and changeable data reflects the most recent update by an authorized user 100% of the time.

3.11.2.2**Objective:**

“Read only” data will not be altered by a routine user manipulation and changeable data reflects the most recent update by an authorized user 100% of the time.

3.11.3**Data Recovery and Restoration**

The ability to recover operational data and restore the operational database is critical. Recovery and restoration must be available following an operating system, application, database, or power failure. Catastrophic failures that physically prevent recovery or restoration are excluded.

3.11.3.1**Threshold:**

Recovery of 98% at IOC and 99.5% at FOC of all operational data and restoration of the operational database to the point of the last data save.

3.11.3.2**Objective:**

Recovery of 100% of all operational data and restoration to the operational database at the point of the last data save.

3.11.4 Functionality Response

PCARSS must provide a repeatable response and must provide acceptable response times to the user. The thresholds assume the government-furnished infrastructure meets or exceeds minimum DoD standards.

3.11.4.1 Thresholds:

All functionality must be repeatable with the same client presentation 100% of the time.

The application must be ready to receive a new command within five seconds of exiting the prior command.

The task or function completion at the client must allow entry of subsequent user commands within five seconds.

The task or function must be completed, the operational database updated, and the user presented with a visual or aural indication within one minute for a simple task, one and a half minutes for a moderately complex task, and within five minutes for a complex task, print job, or database save. (This is exclusive of any wide or local area waiting time or printing time.)

3.11.4.2 Objectives:

The client user must receive a visual or aural indication that the task or function has started within one second from the time the user completes the initiating command.

The application must be ready to receive a new command within one second of exiting the prior command.

The task or function must be completed, the operational database updated, and the user presented with a visual or aural indication within 30 seconds for a simple task, one minute for a moderately complex task, and within three minutes for a complex task, print job, or database save. (This is exclusive of any wide or local area network waiting time or printing time.)

3.11.5 Site Reliability (For Client-Server and Stand-Alone)

PCARSS reliability for individual site operations, which includes either client-server based or stand alone, is measured by Mean Time Between Critical Failures. A critical failure is defined as any failure caused by the application or relational database management system which results in loss of automated functionality for more than four consecutive hours.

- 3.11.5.1 Threshold:
A critical failure must not occur more than once per year per site.
- 3.11.5.2 Objective:
A critical failure must not occur more than once every two years per site.
- 3.11.6 Recover Data, Identify/Fix Corrupted Tables, and Deleted Fields**
- The system must provide government personnel the ability to perform routine system administration tasks on a collateral duty basis. For database administration, PCARSS must provide database administrators the ability to recover data, identify and fix corrupted tables, monitor database log file, add and delete fields within tables, and adjust the database configuration to optimize performance within a given hardware environment on a collateral duty basis.
- 3.11.6.1 Threshold:
Recover data, identify/fix corrupted tables, add/delete fields within tables, 98% at IOC and 99.5% at FOC.
- 3.11.6.2 Objective:
Recover data, identify/fix corrupted tables, add/delete fields within tables, 100% of the time.
- 3.12 Design and Construction Constraints**
- This section has been tailored out.
- 3.13 Personnel-Related Requirements.**
- This section has been tailored out.
- 3.14 Training-Related Requirements**
- No training shall be provided by ManTech.
- 3.15 Logistics-Related Requirements**
- This section has been tailored out.
- 3.16 Other Requirements**
- This section has been tailored out.

3.17 Packaging Requirements

A separate installation package for each component of PCARSS (PLCO GUI, WWW, and FFT) shall be provided by the contractor to DCMC. Each package shall include a text file (included with the install package but not part of the ZIP file) detailing all aspects of the installation. A separate deliverable of all source code and associated documentation shall be delivered in soft format to DCMC. One (1) hard copy of all documentation shall also be provided.

3.18 Precedence and Critically Requirements

This section has been tailored out.

4 Qualification Provisions.

This section defines the qualification methods to be used to ensure that each requirement has been met.

4.1 Test

A Unit Test will be conducted for a period of time to be established in the Project Plan for the development and implementation phase.

A System Test will be conducted for a period of time to be established in the Project Plan for the development and implementation phase.

A Government Acceptance Test will be conducted for a period of time to be established in the Project Plan for the development and implementation phase.

An Operational/Environmental Test will be conducted for a period of time to be established in the Project Plan for the development and implementation phase.

4.2 Inspection

MSSC requires that inspections and reviews be done on all software development activities, including interfacing entities and documentation. Visual examination will be done on a regular basis by the Configuration Management (CM) group to ensure integrity and compliance with standards, requirements, and specifications.

A series of In Process Reviews (IPRs) will be conducted during the development and implementation Phase. The recurrence of the IPRs will be established in the Project Plan.

A Critical Design Review (CDR) will be conducted at an appropriate time during the software/system development lifecycle. The time during the lifecycle for the CDR will be established in the Project Plan.

4.3 Special Qualification Methods

MSSC employs the methods of Software Quality Assurance (SQA) and Configuration Management in order to provide quality products and to maintain change control. Special tools, techniques, procedures, facilities, and acceptance limits will be identified in the CM and SQA Plans.

5 Requirements Traceability.

Requirements in the PCARSS Operation Requirements Document (ORD) dated August 21, 1999 are included in this document.

6 Appendix A - PCARSS PHASE II Inventory Disposal Report

INVENTORY DISPOSAL REPORT- MM/DD/YYYY**Case Number:****Date Opened:****Date Closed:****Processing Days:****Prime Contractor:****Subcontractor:****Location:****Docket Number:****PIIN:****SPIIN:****SCHEDULE REFERENCE NUMBERS**

To the best of my knowledge, disposition of all property on this case has been effected in accordance with existing regulations, all property has been accounted for and all disposal credits properly applied.

Signature:_____ **Date:**_____

DISPOSITION OF PROPERTY

ITEM DESCRIPTION	LINE ITEMS	ACQUISITION COST	PROCEEDS
11. TOTAL INVENTORY AS SUBMITTED			
12. ADJUSTMENTS (Pricing errors, shortages, etc.)			
13. ADJUSTED INVENTORY (line 11-line 12)			
14. PURCHASE OR RETENTION AT COST			
15. RETURN TO SUPPLIERS (Net Proceeds)			
16. REDISTRIBUTIONS::			
A. WITHIN OWNING AGENCY			
B. OTHER AGENCIES			
TOTAL			
17. DESTROYED /SCRAPPED			
18. DESTROYED /ABANDON			
19. DONATIONS			
20. SALES			
21. SALES- Proceeds To Overhead			
22. Transferred to DRMO			
23.			
24. Total Proceeds Credits (Total 14, 15 & 20)			
25. Abandoned			
26. Other			
27. Total Dispositions (14-16B, 17- 23, 25-26)			

28. REMARKS:

7 Appendix B - DD FORM 1348-1A Issue Release/Receipt Document

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT											
27. ADDITIONAL DATA			28. RIC (4-6) UI (23-24) QTY (25-29) CON CODE (71) DIST (85-86) UP (74-80)			25. NATIONAL STOCK NO. & ADD (8-22)			24. DOCUMENT NUMBER & SUFFIX (30-44)		
1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.			1. TOTAL PRICE			2. SHIP FROM			3. SHIP TO		
4. MARK FOR			5. DOC DATE			6. NMFC			7. FRT RATE		
8. TYPE CARGO			9. PS			10. QTY. REC'D			11. UP		
12. UNIT WEIGHT			13. UNIT CUBE			14. UFC			15. SL		
16. FREIGHT CLASSIFICATION NOMENCLATURE			17. ITEM NOMENCLATURE			18. TV CONT			19. NO CONT		
20. TOTAL WEIGHT			21. TOTAL CUBE			22. RECEIVED BY			23. DATE RECEIVED		

PerFORM (DLA)

PREVIOUS EDITION MAY BE USED

8 Appendix C – DD FORM 1640 Request for Plant Clearance

REQUEST FOR PLANT CLEARANCE		1. DATE PREPARED(YYMMDD)		Form Approved OMB No. 0704-0246 Expires Dec 13, 1996	
Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the office of Management and Budget, Paperwork Reduction Project (0704-0246), Washington, D.C. 20503.					
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO EITHER OF THESE ADDRESSES. RETURN COMPLETED FORM TO ADDRESS IN IT					
2. TO (Include ZIP Code)			3. FROM (Include ZIP Code)		
It is requested that plant clearance, including prescribed screening and disposal actions, be accomplished with respect to the contractor inventory described in the enclosed schedules. Plant clearance authority is hereby delegated for the purpose of this referral.					
4. GROSS VALUE OF INVENTORY SCHEDULE(S)		5. SCHEDULE PARTIAL NUMBER		6. PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER	
7. PRIME CONTRACT END ITEM				8. SUBCONTRACT NUMBER	
9. NAME AND ADDRESS OF PRIME CONTRACTOR (Include ZIP Code)			10. NAME AND ADDRESS OF SUBCONTRACTOR (Include ZIP Code)		
11. LOCATION OF PROPERTY		12. TYPE OF CONTRACT (X one)			
		a. FIXED		b. COST TYPE	
		d. LEASE AGREEMENT		e. FORMAL STORAGE AGREEMENT	
				c. FACILITY	
				f. OTHER	
13. TYPE OF INVENTORY(X one)					
a. TERMINATION		b. RESIDUAL TO COMPLETED CONTRACT		c. CHANGE ORDER	
d. EXCESS TO ACTIVE CONTRACT		e. PRODUCTION EQUIPMENT			
14. REMARKS					
15. ENCLOSURE(S) (Include Prime Contractor's Certificate of Allocability and Statement of No Further Requirements for the Property)					
16. REQUESTING OFFICIAL					
a. TYPED NAME (Last, First, Middle Initial)		c. SIGNATURE		d. DATE SIGNED (YYMMDD)	
b. TITLE					
FIRST ENDORSEMENT					
17. TO (Include ZIP Code)		18. FROM (Include ZIP Code)		19. DATE (YYMMDD)	
(1) Disposition will be accomplished under case number _____					
(2) It is requested that all correspondence with this office pertaining to enclosure(s) make reference to the assigned case number.					
20. PLANT CLEARANCE OFFICER					
a. TYPED NAME (Last, First, Middle Initial)		c. SIGNATURE		d. DATE	
b. TITLE					